



The Commonwealth of Massachusetts
Executive Office of Administration and Finance
Designer Selection Board

1 Ashburton Place, 10th Floor, Room 1004
Boston, Massachusetts 02108

TEL: (617) 727-4046

FAX: (617) 727-0112

PUBLIC NOTICE #08-11

June 25, 2008

This Board will accept applications from architects, engineers, or other disciplines as noted, whichever is designated for the projects described in the attached Public Notice identified as **List #08-11**. Applicants are requested to submit a separate Designer Selection Board Application **2005 Form (15 COPIES)** for each project for which they wish to be considered. **PLEASE NOTE THAT THE NEW APPLICATION FORM ISSUED AS OF JANUARY 1, 2000 HAS BEEN REVISED.** The new revised form is entitled **DSB 2005 Application Form**. An electronic copy of the new **DSB 2005 Master File Brochure** and the new **DSB 2005 Application Form in Microsoft Word for Windows ® 97** is available from the Web site address http://www.state.ma.us/cam/DSB/fi_dselectboard.html. **Please be sure to use the revised form.** An additional electronic copy of the completed Application Form in cd format, using MS Word or other word processing software, is to be included with the printed Applications. **Application closing date for projects on List #08-11 is 2:00 p.m., WEDNESDAY, JULY 16, 2008.** Copies of the advertisements may be found on the web by going to the DCAM web-site at <http://www.mass.gov/cam/DSB/index.html>. Please send all correspondence to the Designer Selection Board, ONE ASHBURTON PLACE, ROOM 1004, BOSTON, MA 02108. Please utilize return receipt, registered, or certified mail if acknowledgment of delivery of application(s) is desired. *Forms which may be reproduced can be picked up free of charge on regular work days between 8:45 a.m. – 4:30 p.m. at the above address. Bearer must prepare his own receipt for hand delivered data if a receipt is desired.

This Public Notice, including attachments, may be duplicated by any and all interested persons and is being furnished to the following societies for their information and disposition:

Please note the following: This Public Notice #08-11 includes: (a) the procedures for conforming to Executive Order #390 (Minority and Women Owned Business Participation)

ALL APPLICATIONS MUST BE SUBMITTED ON THE NEW DSB 2005 APPLICATION FORM (ENCLOSED HEREIN)
FAILURE TO DO SO WILL BE THE BASIS FOR REJECTION OF YOUR APPLICATION.

Gordon P. Sainsbury, AIA; RIBA
EXECUTIVE DIRECTOR, DESIGNER SELECTION BOARD



The Commonwealth of Massachusetts

Executive Office of Administration and Finance

Designer Selection Board

1 Ashburton Place, 10th Floor, Room #1004
Boston, Massachusetts 02108

TEL: (617) 727-4046

FAX: (617) 727-0112

PUBLIC NOTICE

**TO: Brockton Enterprise
Lowell Sun**

**60 Main Street, Legal Ads
491 Dutton Street, Legal Ads**

**Brockton, 02401
Lowell, 01854**

FROM: Designer Selection Board

DATE: June 17, 2008

SUBJECT: Classified Legal Advertisement

On June 27, 2008, please insert one day only, the below approximate 2 column 2 inch classified legal advertisement of the Designer Selection Board. Submit proof of advertisement attached to your invoice. Please refer to P.O. #GAE DESB #5910.

**Gordon P. Sainsbury, AIA; RIBA
EXECUTIVE DIRECTOR
DESIGNER SELECTION BOARD**

PUBLIC NOTICE

DESIGNER SELECTION BOARD

PUBLIC NOTICE

Engineers and architects are advised that DSB Project List #08-11, dated June 25, 2008 describing 02 Division of Capital Asset Management and Maintenance (DCAM) projects is now available. Copies of the advertisements may be found on the web by going to the DCAM web-site at <http://www.mass.gov/cam/DSB/index.html>. Please send all correspondence to the Designer Selection Board, ONE ASHBURTON PLACE, ROOM 1004, BOSTON, MA 02108. Application closing date is 2:00 p.m., WEDNESDAY, JULY 16, 2008.

PUBLIC NOTICE

DESIGNER SELECTION BOARD

PUBLIC NOTICE

APPLICANTS PLEASE NOTE:

The following requirements were implemented on the following dates and continue to be requirements.

April 2008:

Application Changes: Question 2a - Changed from Project # to DSB #, Item # and Question 12 – Professional Liability Claims Changed from 7 to 5 years.

January 2008:

In reference to April 2007, display only applications e.g. PDF format are NOT acceptable.

October 2007:

A person may not submit more than one application as a “prime” applicant on the same project. The applications of any such applicant shall be considered disqualified. This rule does not preclude a person applying as a "prime" applicant even though that applicant is also listed as a consultant on one or more other “prime” applications on the same project. For the purposes of this paragraph the term “person” means an individual, corporation, association, partnership or other legal entity.

April 2007:

Application Change: An additional electronic copy of the completed Application Form in cd format, using MS Word or other word processing software, is to be included with the printed Applications.

If an updated Master File Brochure is submitted at any time, an additional electronic copy in cd format using MS Word or other word processing software is to be included with the submitted update.

Application Change: Question #9 – “Construction Cost” replaced “Project Cost”

April 2006:

Change of address. As of April 3, 2006, all future correspondence should be delivered to One Ashburton Place, 10th Floor, Room 1004, Boston, MA 02108.

February 2006:

- Please be sure to use the latest forms when applying for State funded projects.
- It is the responsibility of the Prime applicant to ensure all of their sub-consultants also use the current application forms. Failure to do so will be grounds for the application to be rejected.

April 2005:

- Please note New DSB 2005 Application Form.
- Applicants are now required to respond to Question #10 as noted on page 7 of the application form.
- It is a requirement that all applicants supply signed DSB SC-A's (SUB-CONSULTANT ACKNOWLEDGEMENT) for each listed sub-consultants stating that they are aware and agree to being nominated by said applicant. One Copy of which must have an original signature. This form is now the last page of the DSB Application 2005.
- Failure to supply above documents may result in rejection of application.
- Please note New DSB 2005 Master File Brochure
- New Section on the Web: Most Common Mistakes On Applications at (http://www.state.ma.us/cam/dsb/db_dsbcommon.html)

October 2003:

Please be advised that only those consultants listed in the advertisement should be nominated in the application by the Prime consultant. Any MBE/WBE requirement should be met within the requested consultant list. Utilizing consultants not requested in order to fulfil the MBE/WBE is unacceptable and will severely limit the Prime's chances of being appointed to the project.

DSB 2005 MASTER FILE BROCHURE

In addition to the individual application form separately filed for each specific project, architects, engineers, planners, construction managers, and related construction industry consultants who wish to be considered for appointment as program consultants, designers, or construction managers on state projects under the jurisdiction of the Designer Selection Board must submit current (within one year of application) credentials in the form of a master brochure as specified on the new DSB Master File 2005 Brochure, (attached herein). If an updated Master File Brochure is submitted at any time, an additional electronic copy in cd format using MS Word or other word processing software, is to be included with the submitted update. Applicants may supplement the required material with their printed brochure, including pictures and illustrations and any other information which the applicant deems essential to be representative of his or her capabilities. Please utilize return receipt if an acknowledgment is desired. All material shall become the property of the Commonwealth, may be disposed of without notification, and shall be considered public information.

Electronic copies of the forms are available at the following Commonwealth's Web site:

http://www.state.ma.us/cam/forms/fi_dselectboard.html

CHAPTER 579

In accordance with Chapter 579 of the Acts of 1980 all contracts for designer services for all capital facility projects entered into on or after January 1, 1982 shall conform to those provisions specified in this act. Some of the major changes mandated by this legislation include the following:

1. Lump sum design fees may be set by the Commissioner prior to DSB selections process, or negotiated after the DSB selection process. (See M.G.L. C.7, §38G). If designer's fee is negotiated, he must file a truth-in-negotiations certificate. (Revised to M.G.L. C.7, §38G per Chapter 189 of 1984).
2. There can be no change in consultants from those named on the DSB application unless approved by the Commissioner and reported to the DSB. The director may require a Consultant employed by the designer to obtain and maintain liability insurance.

Section 38G

- (a) In the selection of a designer when the fee for design services has been set by the commissioner prior to the selection process, the commissioner shall appoint a designer from among the list transmitted to him or her under section thirty-eight F. If the commissioner appoints any designer other than the one ranked first by the board, he or she shall file a written justification of the appointment with the board.
- (b) When the fee for design services is to be negotiated, the commissioner shall review the list transmitted by the board, and may exclude any designer from the list if a written explanation of the exclusion is filed with the board. The commissioner shall then appoint a designer based on successful fee negotiation. The commissioner or persons designated by him or her shall first negotiate with the first ranked designer remaining on the list. Should the commissioner be unable to negotiate a satisfactory fee with the first ranked designer within thirty days, negotiations shall be terminated and negotiations undertaken with the remaining designers, one at a time, in the order in which they were ranked by the board, until an agreement is reached. In no event may a fee be negotiated which is higher than a maximum fee set by the commissioner prior to selection of finalists. Should the commissioner be unable to negotiate a satisfactory fee with any designer initially selected as a finalist by the board, the board shall recommend additional finalists in accordance with the provisions of this chapter. The commissioner may require a finalists with whom a fee is being negotiated to submit a fee proposal and include with it such information as the commissioner requires to provide current cost and pricing data on the basis of which the designer's fee proposal may be evaluated.
- (c) All fees shall be stated in designer's contracts and in any subsequent amendment thereto as a total dollar amount. Contracts may provide for equitable adjustments in the event of changes in scope or services.

ELIGIBILITY REQUIREMENTS FOR ALL APPLICANTS TO THE DSB

1. Submission of Master File Brochure Data or the DSB 2005 Master File Brochure in the format required, and at least annually, continuously update same.
2. Updating of the DSB 2005 Master File Brochure when there are significant principal or key personnel changes in a firm.
3. Receipt of applications from designers who are full time employees of another firm shall disqualify the applicant.
4. A person may not submit more than one application as a "prime" applicant on the same project. The applications of any such applicant shall be considered disqualified. This rule does not preclude a person applying as a "prime" applicant even though that applicant is also listed as a consultant on one or more other "prime" applications on the same project. For the purposes of this paragraph the term "person" means an individual, corporation, association, partnership or other legal entity.
5. Simultaneous receipt of applications from individuals or group of individuals who are associates or who are involved in an association or corporation filing for the same project shall disqualify the applicants.
6. Applicants agree to execute the DCAM Standard Contract for Final Design and Contract Administration Services (Revised 11/06, replaces the former DCAM Form C-2 Contract for Design Services) or the DCAM Standard Contract for Studies, Programs, Master Plans & Reports, DCAM Form C-3 if applicable.
7. Chapter 7, Section 38H(e) (iv) requires that on public design contracts where the total design fee is expected to exceed \$10,000 or for the design of a project for which the estimated construction cost is expected to exceed \$100,000 the designer shall:
 - a) File its latest CPA or PA audited financial statement with the Division of Capital Asset Management and Maintenance (DCAM), and continue to do so annually throughout the term of the contract;
 - b) Submit a statement from a CPA or PA that states that they have examined management's internal auditing controls, and expresses their opinion regarding those controls.
8. Every application or statement filed pursuant to this section shall be sworn to under penalties of perjury. A designer, programmer or construction manager who has been determined by the Board to have filed materially false information under this section shall be disqualified by the Board from further consideration for any project for such time as the Board determines is appropriate. **UNSIGNED APPLICATIONS WILL NOT BE CONSIDERED BY THE BOARD.**

ADDITIONAL REQUIREMENTS FOR DESIGNERS PROVIDING PLANS & SPECIFICATIONS

(a) Certification that the applicants' legal entity, if applying to perform design services other than preparation of studies, surveys, soil testing, cost estimates, programs, or construction management is a designer as defined. The definition of a design professional as listed in M.G.L. C.7, §38A½ follows:

"Designer," an individual, corporation, partnership, sole proprietorship, joint stock company, joint venture, or other entity engaged in the practice of architecture, landscape architecture, or engineering, which satisfies the following:

- (i) if an individual, the individual is a registered architect, landscape architect, or engineer; (registered in the Commonwealth of Mass.)*
- (ii) if a partnership, a majority of all the partners are persons who are registered architects, landscape architects, or engineers; (registered in the Commonwealth of Mass.)*
- (iii) if a corporation, sole proprietorship, joint stock company or other entity, the majority of directors or a majority of the stock ownership and the chief executive officer are persons who are registered architects, landscape architects or engineers, and the person to be in charge of the project is registered in the discipline required for the project.*

[Note: This requires that the chief executive officer and a majority of the directors or a majority of the stock ownership be registered architects, landscape architects or engineers, and that the person to be in charge of the project be registered in the discipline required for the project. “Registered” means registered in the Commonwealth of Massachusetts.]

(iv) if a joint venture, each joint venturer satisfies the requirements of this section.

(b) As a condition of application, each applicant agrees to carry, if selected for the new project, (other than a master plan, study, program, or construction management) professional liability insurance in the amount equal to 10% of the estimated construction cost of the project, in conformance with the provisions of Article 18 of the standard design contract, i.e. minimum coverage of \$250,000 and maximum coverage of \$1,000,000.

CRITERIA FOR SELECTION OF SEMI-FINALISTS AND FINALISTS

IN CONFORMANCE WITH CHAPTER 7, SECTION 38F

1. Prior similar experience best illustrating current qualifications for this project.
2. Identity and qualifications of the key persons and consultants who will work on this project.
3. Depth of the firm with respect to size and complexity of the project.
4. Past performance on public and private projects.
 - a. Quality, clarity, completeness and accuracy of contract documents and design contract.
 - b. Effectiveness of meeting established program requirements and function within allotted budget.
 - c. Accuracy of cost estimates including assessment of contractors’ requisitions for payment and change order proposals.
 - d. Management ability to meet schedules including submission of design and contract documents and processing of shop drawings, contractors’ requisitions and change orders.
 - e. Coordination and management of consultants.
 - f. Working relationship with contractors, subcontractors, Division of Capital Asset Management and Maintenance (DCAM) staff and agency representatives.
5. Financial stability - including prompt payment of consultant fees.
6. Current workload with DCAM and other public agencies.
7. Geographical location of the firm with respect to the proposed project.
8. Participation of MBEs and WBEs as prime consultants or subconsultants in a role consistent with the participation goals set forth for the project.
 - a. The Designer Selection Board adheres to Executive Order #390 as implemented by the Division of Capital Asset Management and Maintenance establishing goals for minority business enterprise (MBE) and women business enterprise (WBE) participation on all design contracts unless otherwise noted. (See attached pages 6-10)
 - b. The Minority Business Enterprise and Woman Business Enterprise participation goals established for each contract are set forth on the first page of the “Designer Selection Board Project Criteria” solicitation for that contract.

PARTICIPATION BY MINORITY OWNED BUSINESSES AND WOMAN OWNED BUSINESSES

Pursuant to Executive Order 390, the Commissioner of the Division of Capital Asset Management and Maintenance (DCAM), as designee of the Secretary of Administration and Finance, has developed the following goals and procedures to encourage full participation by minority business enterprises (MBEs) and women businesses enterprises (WBEs) (collectively M/WBEs) on contracts for design services entered into by DCAM.

GOALS

Subject to the terms of this memorandum, the following M/WBE participation goals shall apply to the total dollar value of all study and design contracts awarded for every DCAM project:

MBE participation goal: 8%

WBE participation goal: 4%

If the contracting design firm is an MBE or WBE, then M/WBE participation credit shall be given in an amount equal to the entire fee paid to the contracting firm. Please note: if the contracting design firm is itself an MBE or WBE, it will still need to obtain participation by another MBE or WBE to meet the goal that it cannot itself fulfill. If the contracting design firm is not itself an MBE or WBE, then M/WBE participation credit will be given for the value of any work under the contract that is actually performed by each MBE or WBE subcontractor or subconsultant (hereafter “subcontractors”) to the Designer. MBE participation may not be substituted for WBE participation, nor may WBE participation be substituted for MBE participation.

MODIFICATION OF M/WBE PARTICIPATION GOALS FOR PARTICULAR PROJECTS

DCAM/User Agency reserves the right to reduce or waive the M/WBE participation goals stated above for a particular project prior to the receipt of applications to the Designer Selection Board upon its own initiative or upon the request of any applicant if DCAM determines that it is not feasible for a non-M/WBE design firm to meet the M/WBE goals established for the project based upon any or all of the following: (i) actual M/WBE availability, (ii) the geographic location of the project to the extent related to M/WBE availability, (iii) the contractual scope of work, (iv) the percentage of work available for subcontracting to M/WBEs, or (v) other relevant factors as determined by DCAM.

The M/WBE participation goals established for each project are set forth in the Designer Selection Board Project Criteria published for that project.

After a project is advertised, requests from prospective applicants to reduce or waive the M/WBE participation goals for that project, with all supporting documentation, must be submitted with the application, with a copy to DCAM’s Compliance Office, One Ashburton Place, 15th Floor, Boston, MA 02108. Except as provided below, DCAM will not consider any request to reduce or waive the M/WBE participation goals for a project if the request is received after this deadline.

DETERMINATION OF M/WBE STATUS

A minority owned business shall be considered an MBE only if it has been certified as a minority owned business by the State Office of Minority and Women Business Assistance ("SOMWBA"). A woman owned business shall be considered a WBE only if it has been certified as a woman owned business by SOMWBA.

Certification as a disadvantaged business enterprise ("DBE"), certification as an M/WBE by any agency other than SOMWBA, or submission of an application to SOMWBA for certification as an M/WBE shall not confer M/WBE status on a firm.

Minority owned businesses and woman owned businesses are strongly encouraged to submit applications for certification as M/WBEs to SOMWBA. Information is available from SOMWBA, Ten Park Plaza, Room 3740, Boston, MA 02116 (617) 973-8692, and on the Internet at <<http://www.state.ma.us/somwba>>.

IDENTIFICATION OF M/WBE PARTICIPANTS BY THE SELECTED DESIGNER

The current SOMWBA Certification Letters showing that the MBE/WBE is certified in the area of work for which it is listed on the application must be submitted for each and every MBE and WBE firm listed on the application, and must be submitted with the application.

Not later than five (5) working days after the Designer receives notice of selection for the advertised project, (A-5 Letter), the Designer shall submit to DCAM's Compliance Office (i) a Letter of Intent for each of the M/WBEs that will perform work under the contract, and (ii) a Schedule of M/WBE Participation. The form of Letter of Intent and Schedule of M/WBE Participation are included in this application package.

Within five (5) working days after receipt of the Letters of Intent, DCAM's Compliance Office shall review and either approve or disapprove the Designer's submissions. Without limitation, DCAM reserves the right to reject the Letter of Intent of any M/WBE that is to perform work in a category that is not listed in its SOMWBA certification, or if the price to be paid for the M/WBE Work as stated in the Letter of Intent does not bear a reasonable relationship to the value of such work as reasonably determined by DCAM. If the Designer has not submitted an appropriate Schedule of M/WBE Participation and appropriate Letters of Intent and SOMWBA certification letters establishing that the M/WBE participation goal for the project will be met, the Designer may be considered ineligible for award of the contract and DCAM may award the contract to the second ranked Designer, subject to that Designer's compliance with these conditions.

DCAM reserves the right to reduce or waive the M/WBE participation goals for a project after selection of the designer and before execution of the contract, provided that no such reduction or waiver shall be granted except under the following circumstances: the selected Designer must establish and document that it has been unable to obtain commitments from M/WBE subcontractors sufficient to meet the M/WBE goals for the project after having made a diligent, good faith effort to do so; all such documentation must accompany the Designer's request to reduce or waive the M/WBE participation goal and shall include, at a minimum, the following:

- A list of all items of work under the contract that the Designer made available for subcontracting to W/MBEs. The Designer shall identify all items of work that the Designer did not make so available and shall state the reasons for not making such work available for subcontracting to W/MBEs. The Designer shall also demonstrate that, where commercially reasonable, subcontracts were divided into units capable of being performed by M/WBEs.
- Evidence that the Designer sent written notices soliciting proposals to perform the items of work made available by the Designer for subcontracting to W/MBEs to all W/MBEs qualified to perform such work. The Designer shall identify (i) each W/MBE solicited, and (ii) each W/MBE listed in the SOMWBA directory under the applicable trade category who was not solicited and the reasons therefor. The Designer shall also state the dates notices were mailed and provide a copy of the written notice(s) sent.
- Evidence that the Designer made reasonable efforts to follow up the written notices sent to M/WBEs with telephone calls or personal visits in order to determine with certainty whether the M/WBEs were interested in performing the work. Phone logs or other documentation must be submitted.

- A statement of the response received from each M/WBE solicited, including the reason for rejecting any M/WBE who submitted a proposal.
- Evidence of efforts made to assist M/WBEs that need assistance in obtaining bonding, insurance, or lines of credit with suppliers if the inability of M/WBEs to obtain bonding, insurance, or lines of credit is a reason given for the Designer's inability to meet the M/WBE goals.
- The Designer also shall submit any other information reasonably requested by DCAM to show that the Designer has taken all actions which could be reasonably expected to achieve the M/WBE participation goals.

The Designer may submit any other information supporting its request for a waiver or reduction in the M/WBE participation goals, such as evidence that the Designer placed advertisements in appropriate media and trade association publications announcing the Designer's interest in obtaining proposals from M/WBEs, and/or sent written notification to M/WBE economic development assistance agencies, trade groups and other organizations notifying them of the project and the work to be subcontracted by the Designer to M/WBEs.

Requests by a selected Designer to reduce or waive the M/WBE participation goals for a particular project based upon the Designer's inability to obtain commitments from M/WBE subcontractors sufficient to meet the M/WBE goals after having made a diligent, good faith effort to do so must be received by DCAM not later than five (5) business days after receipt by the Designer of the notice of selection (A-5 Letter).

The Designer's compliance with these procedures and goals is a prerequisite for award of the contract, provided that DCAM reserves the right to waive minor defects in documents and extend time limits in its sole discretion.

SCHEDULE FOR PARTICIPATION
BY MINORITY/WOMEN BUSINESS ENTERPRISES
DIVISION OF CAPITAL ASSET MANAGEMENT

DCAM Project Number _____ Project Location _____

Project Name _____

This form must be submitted by the Designer within five (5) working days after the Designer receives notice of selection (A-5 Letter). A Letter of Intent and SOMWBA certification letter for each M/WBE must be submitted with this Schedule of M/WBE participation.

BIDDER CERTIFICATION:

The undersigned Design firm agrees that it will subcontract with the following listed firms for the work described and for the dollar amounts listed below. For purposes of this commitment, the MBE and WBE designation means that a business has been certified by SOMWBA as either a MBE, WBE or M/WBE. The Designer must indicate the MBE/WBE firms it intends to utilize on the project as follows (attach additional sheets if necessary):

Company Name & Address	MBE or WBE	Describe MBE/WBE Scopes of Work	Total Dollar Value of Participation
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

MBE Goal: \$ _____

Total Dollar Value of MBE Commitment: \$ _____

WBE Goal: \$ _____

Total Dollar Value of WBE Commitment: \$ _____

The undersigned hereby certifies that he/she has read the terms and conditions of the contract with regard to MBE/WBE participation and is authorized to bind the Designer to the commitment set forth above.

Name of Designer _____

Authorized Signature _____

Business Address _____

Print Name _____

Title _____

Telephone No. _____ Fax No. _____

Date _____

Design Schedule for Participation – Revised 02/05/02

(To be completed by MBE/WBE, and submitted to the Compliance Office by the Designer within five (5) working days after the Designer receives notice of selection (A-5 Letter).

Name of Designer

- MBE/WBE PARTICIPATION

Describe MBE/WBE Scopes of Work	Dollar Value of Participation

Total Dollar Value: \$

Date _____

THIS OFFICIAL FORM MAY NOT BE ALTERED
POLICY ON EMPLOYMENT OF STUDY CONSULTANTS FOR SUBSEQUENT DESIGN PROJECTS

Amended by the Designer Selection Board on December 15, 2000

1. The Commissioner may appoint a designer to perform continued or extended services if the following conditions are met:
 - (i) *a written statement is filed with the Board explaining the reasons for the continuation or extension of services;*
 - (ii) *the program for the design services is filed with the Board if one is required by the regulations of the division; and*
 - (iii) *the Board approves the appointment of the designer for continued or extended services and states the reasons therefor.*
2. When the Board has required that applicants list consultants which the applicants may employ, in no event shall a consultant be used who is debarred pursuant to Section forty-four C of Chapter one hundred and forty-nine as amended, and any change or addition to the consultants named in the application and allowed by the Board upon appointment must be approved by the Deputy Commissioner and reported to the Board, along with a written statement by the designer or construction manager of the reasons for the change.

GENERAL INSTRUCTIONS FOR FILING APPLICATIONS

1. As of 04/05, the application forms required for submissions to the Designer Selection Board have been updated. The new forms are as follows: DSB Mater File Brochure is replaced by the DSB 2005 Master File Brochure (included herein); DSB Application is replaced by the DSB 2005 Application Form (included herein). All specific project applications must be submitted on the new DSB 2005 Application forms. Submissions that are on the old Form 2000 will not be accepted.
2. An electronic copy of the new DSB 2005 Master File Brochure and the new DSB 2005 Application Form in Microsoft Word for Windows 97 is available for download from the Web site address: http://www.state.ma.us/cam/forms/fi_dselectboard.html.
3. Applications should be limited to the application plus a maximum of **3 supplementary pages** (double sided) unless otherwise noted. Information in excess of three pages, unless otherwise noted in the Public Notice Advertisement, may be the basis of rejection. Computer generated forms are allowed provided they do not substantially deviate from the DSB format. **Submit 15 copies. Please duplicate forms double-sided, if possible, to minimize paper waste.**
4. No cover letters, binders and superfluous material. **Please staple upper right corner, landscape.**
5. DSB recommends that the principal who would be in charge of the project make sure that the form is complete including appropriate signature. Unsigned applications will not be considered.
6. When citing work performed by the applicant while employed by another firm, make certain said firm is properly identified including the individual's level of responsibility.
7. By including a firm as a sub-consultant the applicant certifies that the listed firm has been advised that it was being included in the applicants team and it has agreed to work on this Project should the team be selected. It is a requirement that all applicants supply a signed DSB SC-A's (Sub-Consultant Acknowledgement). There can be no change in consultants from those named unless approved by DCAM and reported to the Designer Selection Board (C.7, §38H(a)). It is a requirement that all applicants supply the signed document, attached to the application, by the listed sub-consultants stating that they are aware and agree to being nominated by said applicant. Failure to supply above documents may result in rejection of application.
8. DCAM contracts require that the Prime and Sub-Consultant personnel must be registered by the Commonwealth of Massachusetts in their respective disciplines and therefore, when applicable, the DSB looks for registration in the disciplines listed in order to satisfy DCAM contract requirements.
9. Eligibility requirements are set forth on page 5 of this Public Notice in item 8(a). Sub-paragraph (iii) of item 8(a) requires: 1) the majority of directors or a majority of the stock ownership to be persons who are Mass. registered architects, landscape architects or engineers; 2) the chief executive officer to be a person who is so registered; and 3) the person to be in charge of the project to be so registered in the discipline required for the project.
10. When the Prime applicant is to fulfill any of the requested consultant roles in the advertisement, then that role shall be defined in the organization chart as the applicant. It should also be referenced in Section 7 (resume) and Section 8 (experience) such that it proves the applicant is skilled in supplying these roles on the project.
11. Current SOMWBA Certification Letters showing that the MBE/WBE is certified in the area of work for which it is listed on the application must be submitted for each and every MBE and WBE firm listed on the application, and must be submitted with the application.
12. Applicants are advised to apply only for those projects for which they are demonstrably qualified, as it reflects negatively on the applicant's credibility if the firm applies for every job advertised when only marginally qualified.
13. Applications should be mailed to the Designer Selection Board, One Ashburton Place, Room 1004, Boston, MA 02108.
14. The Board relies almost exclusively on the information submitted on the applications to arrive at a short list of semi-finalists. Therefore, do not include statements that refer to the Master File Brochure for additional information. The Master File Brochures are usually considered upon request of a DSB member when additional supplementary information is needed.
15. Joint ventures are not encouraged. However, they may be advantageous for complex building types in which the participants have a combination of unique skills with a previous successful record of working together.
16. Current workload with DCAM, other public agencies and the private sector are taken into consideration, however, usually only after the DSB has narrowed down the original applicants to a short list of qualified semi-finalists. The Board fosters effective broad-based participation in public work within the design professions.

NOTE **CMR 810 Publication/Instructions for Designers** (Form 9) was replaced by Designers Procedures Manual available on the Web site: www.mass.gov/forms/fi_designerprocman.html.

Commonwealth of Massachusetts DSB 2005 Master File Brochure	1. Firm Name (or if not an entity, individual's name), and Business Address				2. Year Present Firm Established:		3. Date Prepared:				
	Telephone No.: _____ 1a. Submittal is for _____ Parent Company _____ Branch or Subsidiary Office 1b. Mass Vendor ID#: _____				4. Specify type of ownership and check 1, 2 or 3 below, if applicable.						
					<input type="checkbox"/>	(1) SOMWBA Certified minority business enterprise (MBE)					
					<input type="checkbox"/>	(2) SOMWBA Certified woman business enterprise (WBE)					
					<input type="checkbox"/>	(3) SOMWBA Certified minority woman business enterprise (M/WBE)					
5. Name of Parent company, if any:			5a. Former Company Name(s), if any, and Year(s) Established:								
6. Name of Sole Proprietor or Names of All Firm Partners and Officers											
	Name	Title	MA.Reg. #	Status/Discipline	Name	Title	MA.Reg. #	Status/Discipline			
a.					d.						
b.					e.						
c.					f.						
7. If Corporation, or Other Entity Other than a Partnership, provide Names of ALL Members of the Board of Directors:											
	Name	Title	MA.Reg. #	Status/Discipline	Name	Title	MA.Reg. #	Status/Discipline			
a.					d.						
b.					e.						
c.					f.						
8. Names of All Owners (Stocks or Other Ownership):											
	Name	Title	Ownership	MA Reg. #	Status/Discipline	Name	Title	Ownership	MA Reg. #	Status/Discipline	
a.						d.					
b.						e.					
c.						f.					
9. Personnel by Discipline: (List each person only once, by primary function -- average number employed throughout the preceding 6 month period. Indicate both the total numbers in each discipline and, within brackets, the total number holding Massachusetts's registrations.).											
Admin. Personnel	_____	(_____)	Ecologists	_____	(_____)	Licensed Site Profs.	_____	(_____)	Other	_____	(_____)
Architects	_____	(_____)	Electrical Engineers	_____	(_____)	Mechanical Engrs.	_____	(_____)		_____	(_____)
Acoustical Engrs.	_____	(_____)	Environmental Engrs.	_____	(_____)	Planners: Urb./Reg	_____	(_____)		_____	(_____)
Code Specialists	_____	(_____)	Fire Protection Engrs	_____	(_____)	Specification Writers	_____	(_____)	_____	_____	(_____)
Civil Engrs.	_____	(_____)	Geotech. Engrs.	_____	(_____)	Structural Engineers	_____	(_____)	_____	_____	(_____)
Construction Inspectors	_____	(_____)	Industrial Hygienist	_____	(_____)	Surveyors	_____	(_____)	_____	_____	(_____)
Cost Estimators	_____	(_____)	Interior Designers	_____	(_____)		_____	(_____)	_____	_____	(_____)
Drafters	_____	(_____)	Landscape Architects	_____	(_____)		_____	(_____)	Total	_____	(_____)

10. Summary of Professional Services Fees Received: (insert Index number)						Ranges of Professional Services Fees INDEX								
Last 5 Years (most recent year first)														
						2005	2004	2003	2002	2001	1.	Less than \$100,000	5.	\$1 million to \$2 million
Federal Work						_____	_____	_____	_____	_____	2.	\$100,000 to \$250,000	6.	\$2 million to \$5 million
Commonwealth of Massachusetts work						_____	_____	_____	_____	_____	3.	\$250,000 to \$500,000	7.	\$5 million to \$10 million
All other domestic and foreign work						_____	_____	_____	_____	_____	4.	\$500,000 to \$1 million	8.	\$10 million or greater
Experience Profile Code Numbers for use with questions 11, 12 and 13														
001	Acoustics; Noise Abatement	037	Fisheries; Fish Ladders	065	Microclimatology; Tropical Engineering	100	Special Environments; Clean Rooms, Etc.							
002	Aerial Photogrammetry	038	Forestry & Forest Products	066	Military Design Standards	101	Structural Design; Special Structures							
003	Agricultural Development; Grain Storage; Farm Mechanization	039	Garages; Vehicle Maintenance Facilities; Parking Decks	067	Mining and Mineralogy	102	Surveying; Platting; Mapping; Flood Plain Studies							
004	Air Pollution Control	040	Gas Systems (<i>Propane; Natural, Etc.</i>)	068	Missile Facilities (<i>Silos; Fuels; Transport</i>)	103	Swimming Pools							
005	Airports; Navajds; Airport Lighting; Aircraft Fueling	041	Graphic Design	069	Modular Systems Design; Pre-fabricated	104	Storm Water Handling & Facilities							
006	Airports; Terminals & Hangars; Freight Handling	042	Harbors; Jetties, Piers, Ship Terminal Facilities	070	Naval Architecture; Off-Shore Platforms	105	Telephone <i>Systems (Rural; Mobile Intercom, ; Etc.)</i>							
007	Arctic Facilities	043	Structures or Components	071	Nuclear Facilities; Nuclear Shielding	106	Testing & Inspection Services							
008	Auditoriums & Theaters	044	Heating, Ventilating, Air Conditioning	072	Office Buildings; Industrial Parks	107	Traffic & Transportation Engineering							
009	Automation; Controls; Instrumentation	045	Health Systems Planning	073	Oceanographic Engineering	108	Towers (Self-Supporting & Guyed Systems)							
010	Barracks; Dormitories	046	Highrise; Air-Rights-Type Buildings	074	Ordnance; Munitions; Special Weapons	109	Tunnels & Subways							
011	Bridges	047	Highways; Streets; Airfield Paving; Parking Lots	075	Petroleum Exploration; Refining	110	Urban Renewals; Community Development							
012	Cemeteries	048	Historical Preservation	076	petroleum and Fuel (<i>Storage and Distribution</i>)	111	Utilities (<i>Gas & Steam</i>)							
013	Chemical Processing & Storage	048A	Hospital and Medical Facilities	077	Pipelines (<i>Cross-Country - Liquid & Gas</i>)	112	Value Analysis; Life-Cycle Costing							
014	Churches; Chapels	048B	Medical Facilities - Mental Health	078	Planning (<i>Community, Regional</i>)	113	Warehouses & Depots							
015	Codes; Standards; Ordinances	048C	Medical Facilities - Acute Care	079	Planning (<i>Site, Installation, and Project</i>)	114	Water Resources; Hydrology; Ground Water							
016	Codes; Standards; Ordinances	049	Medical Facilities - Ambulatory Care, Clinics	080	Plumbing and Piping Design	115	Water Supply; Treatment and Distribution							
017	Cold Storage; Refrigeration; Fast Freeze	050	Hotels, Motels	081	Pneumatic Structures, Air-Support Buildings	116	Wind Tunnels; Research/Testing Facilities							
017	Commercial Building (<i>low rise</i>); Shopping Centers	050A	Housing (Residential, Multi-Family; Apartments; Condominiums)	082	Postal Facilities		Design							
018	Communication Systems; TV; Microwave	050B	Housing - Residential Mental Health	083	Power Generation, Transmission, Distribution	117	Zoning; Land Use Studies							
019	Computer Facilities; Computer Service	050B	Housing - Resid. Mental Ret. /Group Home	084	Prisons & Correctional Facilities	201	_____							
020	Computer Facilities; Computer Service	050C	Housing - Elderly	084A	Correctional Facilities - Minimum Security	202	_____							
020	Conservation and Resource Management	050D	Housing - Assisted Living	084B	Correctional Facilities - Medium Security	203	_____							
021	Construction Management	051	Housing - Assisted Living	084C	Correctional Facilities - Maximum Security	204	_____							
022	Construction Management	052	Hydraulics and Pneumatics	084D	Correctional Facilities - Youth Detention	205	_____							
022	Corrosion Control; Cathodic Protection; Electrolysis	053	Industrial Buildings; Manufacturing Plants	084E	Public Safety Facilities - Police/Fire Stations		_____							
023	Cost Estimating	054	Industrial Processes; Quality Control	084F	Public Safety Facilities - Training		_____							
024	Cost Estimating	055	Industrial Waste Treatment	085	Public Safety Facilities - Training		_____							
024	Dams (<i>Concrete; Arch</i>)	056	Industrial Waste Treatment	086	Product, Machine & Equipment Design		_____							
025	Dams (<i>Earth; Rock</i>); Dikes; Levees	055A	Interior Design; Space Planning	088	Radar; Sonar; Radio & Radar Telescopes		_____							
026	Desalination (<i>Process & Facilities</i>)	056	Facilities Management	088A	Recreation Facilities (<i>Parks, Marinas, Etc.</i>)		_____							
027	Desalination (<i>Process & Facilities</i>)	057	Irrigation; Drainage	088A	Recreation Facilities - Ice Rinks		_____							
027	Dining Halls; Clubs; Restaurants	057	Judicial and Courtroom Facilities	088B	Recreation Facilities - Senior/Community Centers		_____							
028	Ecological & Archeological Investigations	058	Laboratories; Medical Research Facilities	088B	Recreation Facilities - Senior/Community Centers		_____							
029	Educational Facilities; Classrooms	058A	Laboratories; Medical Research Facilities	088C	Park Support Facilities (<i>Bath House; Visitor Center</i>)		_____							
029A	Educational Facilities; Higher Ed	058B	Laboratories; Commercial	089	Rehabilitation (<i>Buildings; Structures; Facilities</i>)		_____							
029B	Educational Facilities; Secondary Ed	058B	Laboratories; Higher Ed Research Sciences	090	Recreation Facilities - Ice Rinks		_____							
029C	Educational Facilities; Elementary Ed	058C	Laboratories; Heavy Equipment	091	Recreation Facilities - Senior/Community Centers		_____							
029D	Educational Facilities; Child Day Care	058D	Laboratories; Pathology, Medical Examiner	092	Park Support Facilities (<i>Bath House; Visitor Center</i>)		_____							
030	Electronics	059	Laboratories; Crime Investigation	093	Rehabilitation (<i>Buildings; Structures; Facilities</i>)		_____							
031	Elevators; Escalators; People Movers	060	Landscape Architecture	094	Resource Recovery; Recycling		_____							
032	Elevators; Escalators; People Movers	061	Libraries; Museums; Galleries	095	Radio Frequency Systems & Shieldings		_____							
032A	Energy Conservation; New Energy Sources	062	Lighting (Interiors; Display; Theatre, Etc.)	096	Rivers; Canals; Waterways; Flood Control		_____							
033	Energy Conservation; New Energy Sources	063	Lighting (<i>Exteriors</i>)	097	Safety Engineering; Accident Studies, OSHA Studies		_____							
033A	Sustainable Design	063	Materials Handling Systems; Conveyors; Sorters	098	Security Systems; Intruder & Smoke Detection		_____							
033	Environmental Impact Studies, Assessments or Statements	064	Metallurgy	099	Seismic Designs and Studies		_____							
034	Fallout Shelters; Blast-Resistant Design			099A	Sewage Collection, Treatment and Disposal		_____							
035	Field Houses; Gyms; Stadiums				Soils & Geologic Studies; Foundations		_____							
036	Field Houses; Gyms; Stadiums				Solar Energy Utilization		_____							
036	Fire Protection				Solid Wastes; Incineration; Land Fill		_____							
					Hazardous materials Abatement		_____							

11. Profile of Firm's Project Experience, Last 5 Years								
Profile Code	No. of Projects	Total Gross Fees (in thousands)	Profile Code	No. of Projects	Total Gross Fees (in thousands)	Profile Code	No. of Projects	Total Gross Fees (in thousands)
1.			11.			21.		
2.			12.			22.		
3.			13.			23.		
4.			14.			24.		
5.			15.			25.		
6.			16.			26.		
7.			17.			27.		
8.			18.			28.		
9.			19.			29.		
10.			20.			30.		

12. List all current Projects (except for work for the Commonwealth) for which Prime Applicant is performing or is under contract to perform any design services (add/subtract rows as needed).						
Profile Code	Role P, C, JV *	Phases St., Sch., D.D., C.D.,A.C. *	Project Name, Location & Principal-in-Charge	Owner Name & Address (Include Contact name and phone number)	Project Cost (in thousands)	Completion Date (Actual or Estimated) (R)Renovation or (N)New
			1.			
			2.			
			3.			
			4.			
			5.			
			6.			
			7.			

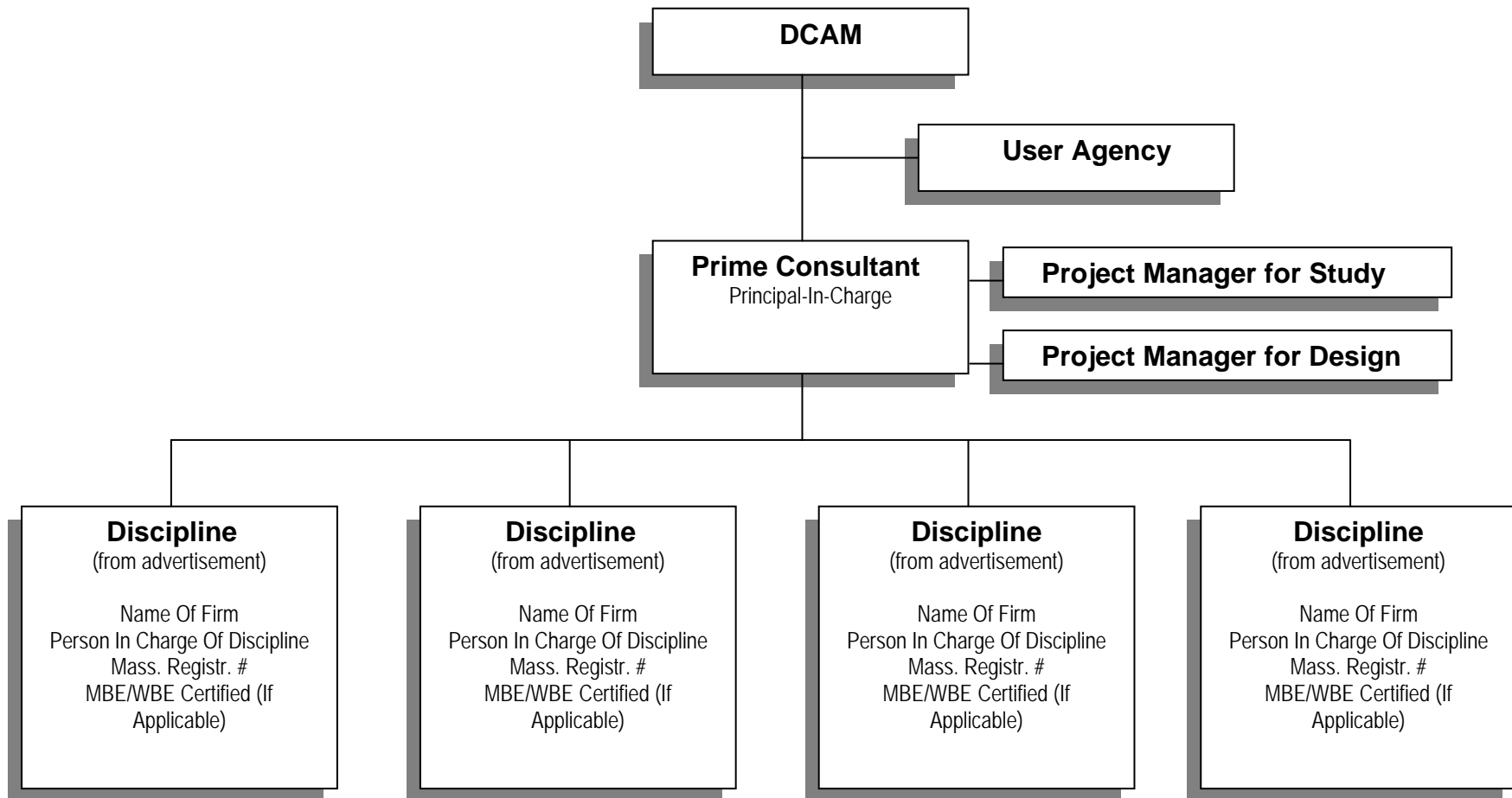
			8.			
			9.			
			10.			
			11.			
			12.			
			13.			
			14.			
			15.			
			16.			
			17.			
			18.			
			19.			

13. List all Projects completed within the past 5 years for which Prime Applicant has performed, or has entered into a contract to perform any design services for all public agencies within the Commonwealth (add/subtract rows as needed).						
Profile Code	Role P, C, JV	Phases St., Sch., D.D., C.D.,A.C.	Project Name, Location & Principal-in-Charge	Owner Name & Address (Include Contact name and phone number)	Project Cost (in thousands)	Completion Date (Actual or Estimated) (R)Renovation or (N)New
			1.			
			2.			
			3.			
			4.			
			5.			
			6.			
			7.			
			8.			
14. Professional Liability Insurance:						
Professional Liability Policy Certificate Number		Present Policy Expiration Date		Aggregate Amount Payable		
15. I certify that all information is submitted under the penalties of perjury and that I am familiar with the Mass. State Building Code and also Mass. General Laws, Chapter 149, Section 44A-44H, Section 44M, and Chapter 30, Section 39M. I also certify that the undersigned is an Authorized Signatory of the Firm and is a Principal or Officer of the Firm.						
Submitted by (Signature) _____			Printed Name and Title _____		Date _____	

* P = Principal; C = Consultant; JV = Joint Venture; St. = Study; Sch = Schematic; D.D. = Design Development; C.D. = Construction Documents; A.C. = Administration of Contract

Commonwealth of Massachusetts DSB 2005 Application Form	1. Project Name/Location for Which Firm is Filing:		2a. DSB # Item #																																																																																																	
			2b. Mass. State Project #																																																																																																	
3a. Firm (Or Joint-Venture) - Name And Address Of Primary Office To Perform The Work:		3e. Name Of Proposed Project Manager: For Study: (if applicable) For Design: (if applicable)																																																																																																		
3b. Date Present And Predecessor Firms Were Established:		3f. Name And Address Of Other Participating Offices Of The Prime Applicant, If Different From Item 3a Above:																																																																																																		
3c. Federal ID #:		3g. Name And Address Of Parent Company, If Any:																																																																																																		
3d. Name And Title Of Principal-In-Charge Of The Project (MA Registration Required): Email Address: _____ Telephone No: _____ Fax No.: _____																																																																																																				
3h. Check Below If Your Firm Is Either: <div style="display: flex; justify-content: space-between; margin-top: 5px;"> (1) SOMWBA Certified Minority Business Enterprise (MBE) <input type="checkbox"/> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> (2) SOMWBA Certified Woman Business Enterprise (WBE) <input type="checkbox"/> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> (3) SOMWBA Certified Minority Woman Business Enterprise (M/WBE) <input type="checkbox"/> </div>																																																																																																				
4. Personnel From Prime Firm Included In Question #3a Above By Discipline (List Each Person Only Once, By Primary Function -- Average Number Employed Throughout The Preceding 6 Month Period. Indicate Both The Total Number In Each Discipline And, Within Brackets, The Total Number Holding Massachusetts Registrations): <table style="width: 100%; border: none; margin-top: 10px;"> <tr> <td style="width: 20%;">Admin. Personnel</td> <td style="width: 10%;">_____</td> <td style="width: 10%;">(_____)</td> <td style="width: 20%;">Ecologists</td> <td style="width: 10%;">_____</td> <td style="width: 10%;">(_____)</td> <td style="width: 20%;">Licensed Site Profs.</td> <td style="width: 10%;">_____</td> <td style="width: 10%;">(_____)</td> <td style="width: 10%;">Other</td> <td style="width: 10%;">_____</td> <td style="width: 10%;">(_____)</td> </tr> <tr> <td>Architects</td> <td>_____</td> <td>(_____)</td> <td>Electrical Engrs.</td> <td>_____</td> <td>(_____)</td> <td>Mechanical Engrs.</td> <td>_____</td> <td>(_____)</td> <td></td> <td>_____</td> <td>(_____)</td> </tr> <tr> <td>Acoustical Engrs.</td> <td>_____</td> <td>(_____)</td> <td>Environmental Engrs.</td> <td>_____</td> <td>(_____)</td> <td>Planners: Urban./Reg.</td> <td>_____</td> <td>(_____)</td> <td></td> <td>_____</td> <td>(_____)</td> </tr> <tr> <td>Civil Engrs.</td> <td>_____</td> <td>(_____)</td> <td>Fire Protection Engrs.</td> <td>_____</td> <td>(_____)</td> <td>Specification Writers</td> <td>_____</td> <td>(_____)</td> <td></td> <td>_____</td> <td>(_____)</td> </tr> <tr> <td>Code Specialists</td> <td>_____</td> <td>(_____)</td> <td>Geotech. Engrs.</td> <td>_____</td> <td>(_____)</td> <td>Structural Engrs.</td> <td>_____</td> <td>(_____)</td> <td></td> <td>_____</td> <td>(_____)</td> </tr> <tr> <td>Construction Inspectors</td> <td>_____</td> <td>(_____)</td> <td>Industrial Hygienists</td> <td>_____</td> <td>(_____)</td> <td>Surveyors</td> <td>_____</td> <td>(_____)</td> <td></td> <td>_____</td> <td>(_____)</td> </tr> <tr> <td>Cost Estimators</td> <td>_____</td> <td>(_____)</td> <td>Interior Designers</td> <td>_____</td> <td>(_____)</td> <td></td> <td>_____</td> <td>(_____)</td> <td></td> <td>_____</td> <td>(_____)</td> </tr> <tr> <td>Drafters</td> <td>_____</td> <td>(_____)</td> <td>Landscape Architects</td> <td>_____</td> <td>(_____)</td> <td></td> <td>_____</td> <td>(_____)</td> <td>Total</td> <td>_____</td> <td>(_____)</td> </tr> </table>					Admin. Personnel	_____	(_____)	Ecologists	_____	(_____)	Licensed Site Profs.	_____	(_____)	Other	_____	(_____)	Architects	_____	(_____)	Electrical Engrs.	_____	(_____)	Mechanical Engrs.	_____	(_____)		_____	(_____)	Acoustical Engrs.	_____	(_____)	Environmental Engrs.	_____	(_____)	Planners: Urban./Reg.	_____	(_____)		_____	(_____)	Civil Engrs.	_____	(_____)	Fire Protection Engrs.	_____	(_____)	Specification Writers	_____	(_____)		_____	(_____)	Code Specialists	_____	(_____)	Geotech. Engrs.	_____	(_____)	Structural Engrs.	_____	(_____)		_____	(_____)	Construction Inspectors	_____	(_____)	Industrial Hygienists	_____	(_____)	Surveyors	_____	(_____)		_____	(_____)	Cost Estimators	_____	(_____)	Interior Designers	_____	(_____)		_____	(_____)		_____	(_____)	Drafters	_____	(_____)	Landscape Architects	_____	(_____)		_____	(_____)	Total	_____	(_____)
Admin. Personnel	_____	(_____)	Ecologists	_____	(_____)	Licensed Site Profs.	_____	(_____)	Other	_____	(_____)																																																																																									
Architects	_____	(_____)	Electrical Engrs.	_____	(_____)	Mechanical Engrs.	_____	(_____)		_____	(_____)																																																																																									
Acoustical Engrs.	_____	(_____)	Environmental Engrs.	_____	(_____)	Planners: Urban./Reg.	_____	(_____)		_____	(_____)																																																																																									
Civil Engrs.	_____	(_____)	Fire Protection Engrs.	_____	(_____)	Specification Writers	_____	(_____)		_____	(_____)																																																																																									
Code Specialists	_____	(_____)	Geotech. Engrs.	_____	(_____)	Structural Engrs.	_____	(_____)		_____	(_____)																																																																																									
Construction Inspectors	_____	(_____)	Industrial Hygienists	_____	(_____)	Surveyors	_____	(_____)		_____	(_____)																																																																																									
Cost Estimators	_____	(_____)	Interior Designers	_____	(_____)		_____	(_____)		_____	(_____)																																																																																									
Drafters	_____	(_____)	Landscape Architects	_____	(_____)		_____	(_____)	Total	_____	(_____)																																																																																									
5. Has this Joint-Venture previously worked together? <input type="checkbox"/> Yes <input type="checkbox"/> No																																																																																																				

6. List **ONLY** Those Prime And Sub-Consultant Personnel Specifically Requested In The Advertisement. This Information Should Be Presented Below In The Form Of An Organizational Chart. Include Name Of Firm And Name Of The One Person In Charge Of The Discipline, With Mass. Registration Number, As Well As MBE/WBE Status, If Applicable:



<p>7. Brief Resume Of ONLY Those Prime Applicant And Sub-Consultant Personnel Requested In The Advertisement. Confine Responses To The Space Provided On The Form And Limit Resumes To ONE Person Per Discipline Requested In The Advertisement. Resumes Should Be Consistent With The Persons Listed On The Organizational Chart In Question # 6. Additional Sheets Should Be Provided Only As Required For The Number Of Key Personnel Requested In The Advertisement And They Must Be In The Format Provided. By Including A Firm As A Sub-Consultant, The Prime Applicant Certifies That The Listed Firm Has Agreed To Work On This Project, Should The Team Be Selected.</p>	
a. Name And Title Within Firm:	a. Name And Title Within Firm:
b. Project Assignment:	b. Project Assignment:
c. Name And Address Of Office In Which Individual Identified In 7a Resides: <div style="text-align: right;"> MBE <input type="checkbox"/> WBE <input type="checkbox"/> </div>	c. Name And Address Of Office In Which Individual Identified In 7a Resides: <div style="text-align: right;"> MBE <input type="checkbox"/> WBE <input type="checkbox"/> </div>
d. Years Experience: With This Firm: _____ With Other Firms: _____	d. Years Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization	e. Education: Degree(s) /Year/Specialization
f. Active Registration: Year First Registered/Discipline/Mass Registration Number	f. Active Registration: Year First Registered/Discipline/Mass Registration Number:
g. Current Work Assignments And Availability For This Project:	g. Current Work Assignments And Availability For This Project
h. Other Experience And Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):	h. Other Experience And Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , If Not Current Firm):

8a. Current And Relevant Work By Prime Applicant Or Joint-Venture Members. Include <u>ONLY</u> Work Which Best Illustrates Current Qualifications In The Areas Listed In The DSB Advertisement (List Up To But Not More Than 5 Projects).					
a. Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Areas Of Experience Listed In DSB Advertisement)	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs(Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was Responsible.
(1)					
(2)					
(3)					
(4)					
(5)					

8b. List Current And Relevant Work By Sub-Consultants Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (Up To But Not More Than 5 Projects For Each Sub-Consultant). Use Additional Sheets Only As Required For The Number Of Sub-Consultants Requested In The Advertisement And They Must Be In The Format Provided.					
Sub-Consultant Name:					
a. Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Areas Of Experience Listed In DSB Advertisement)	c. Client's Name, Address And Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(1)					
(2)					
(3)					
(4)					
(5)					

9. List All Projects Within The Past 5 Years For Which Prime Applicant Has Performed, Or Has Entered Into A Contract To Perform, Any Design Services For All Public Agencies Within The Commonwealth.					
Role P, C, JV *	Phases St., Sch., D.D., C.D., A.C. *	Project Name, Location And Principal-In-Charge:	Awarding Authority (Include Contact Name And Phone Number)	Construction Costs (Actual, Or Estimated If Not Completed)	Completion Date (Actual or Estimated) (R)Renovation or (N)New
		1.			
		2.			
		3.			
		4.			
		5.			
		6.			
		7.			
		8.			
		9.			
		10.			
		11.			
		12.			

* P = Principal; C = Consultant; JV = Joint Venture; St. = Study; Sch. = Schematic; D.D. = Design Development; C.D. = Construction Documents; A.C. = Administration of Contract

10.	Use This Space To Provide Any Additional Information Or Description Of Resources Supporting The Qualifications Of Your Firm And That Of Your Sub-Consultants For The Proposed Project. If Needed, Up To Three, Double-Sided 8 ½" X 11" Supplementary Sheets Will Be Accepted. <u>APPLICANTS ARE REQUIRED TO RESPOND SPECIFICALLY IN THIS SECTION TO THE AREAS OF EXPERIENCE REQUESTED IN THE ADVERTISEMENT.</u>																																
11.	Professional Liability Insurance: <table style="width: 100%; border: none;"> <tr> <td style="width: 30%; text-align: center;">Name of Company</td> <td style="width: 30%; text-align: center;">Aggregate Amount</td> <td style="width: 30%; text-align: center;">Policy Number</td> <td style="width: 10%; text-align: center;">Expiration Date</td> </tr> </table>	Name of Company	Aggregate Amount	Policy Number	Expiration Date																												
Name of Company	Aggregate Amount	Policy Number	Expiration Date																														
12.	Provide A List Of All Projects On Which Monies Were Paid By You, Or On Your Behalf, As A Result Of Professional Liability Claims Occurring Within The Last 5 Years And In Excess Of \$50,000 Per Incident. Please Include Project, Client Names And Explanation. (Attach Separate Sheet If Necessary):																																
13.	Name Of Sole Proprietor Or Names Of All Firm Partners And Officers: <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Name</td> <td style="width: 15%;">Title</td> <td style="width: 15%;">MA Reg #</td> <td style="width: 15%;">Status/Discipline</td> <td style="width: 15%;">Name</td> <td style="width: 15%;">Title</td> <td style="width: 15%;">MA Reg #</td> <td style="width: 15%;">Status/Discipline</td> </tr> <tr> <td>a.</td> <td></td> <td></td> <td></td> <td>d.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>b.</td> <td></td> <td></td> <td></td> <td>e.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>c.</td> <td></td> <td></td> <td></td> <td>f.</td> <td></td> <td></td> <td></td> </tr> </table>	Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline	a.				d.				b.				e.				c.				f.			
Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline																										
a.				d.																													
b.				e.																													
c.				f.																													
14.	If Corporation, Provide Names Of All Members Of The Board Of Directors: <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Name</td> <td style="width: 15%;">Title</td> <td style="width: 15%;">MA Reg #</td> <td style="width: 15%;">Status/Discipline</td> <td style="width: 15%;">Name</td> <td style="width: 15%;">Title</td> <td style="width: 15%;">MA Reg #</td> <td style="width: 15%;">Status/Discipline</td> </tr> <tr> <td>a.</td> <td></td> <td></td> <td></td> <td>d.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>b.</td> <td></td> <td></td> <td></td> <td>e.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>c.</td> <td></td> <td></td> <td></td> <td>f.</td> <td></td> <td></td> <td></td> </tr> </table>	Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline	a.				d.				b.				e.				c.				f.			
Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline																										
a.				d.																													
b.				e.																													
c.				f.																													
15.	Names Of All Owners (Stocks Or Other Ownership): <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Name And Title</td> <td style="width: 15%;">% Ownership</td> <td style="width: 15%;">MA Reg.#</td> <td style="width: 15%;">Status/Discipline</td> <td style="width: 20%;">Name And Title</td> <td style="width: 15%;">% Ownership</td> <td style="width: 15%;">MA Reg.#</td> <td style="width: 15%;">Status/Discipline</td> </tr> <tr> <td>a.</td> <td></td> <td></td> <td></td> <td>d.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>b.</td> <td></td> <td></td> <td></td> <td>e.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>c.</td> <td></td> <td></td> <td></td> <td>f.</td> <td></td> <td></td> <td></td> </tr> </table>	Name And Title	% Ownership	MA Reg.#	Status/Discipline	Name And Title	% Ownership	MA Reg.#	Status/Discipline	a.				d.				b.				e.				c.				f.			
Name And Title	% Ownership	MA Reg.#	Status/Discipline	Name And Title	% Ownership	MA Reg.#	Status/Discipline																										
a.				d.																													
b.				e.																													
c.				f.																													
16.	I hereby certify that the undersigned is an Authorized Signatory of Firm and is a Principal or Officer of Firm. I further certify that this firm is a "Designer", as that term is defined in Chapter 7, Section 38A1/2 of the General Laws, or that the services required are limited to construction management or the preparation of master plans, studies, surveys, soil tests, cost estimates or programs. The information contained in this application is true, accurate and sworn to by the undersigned under the pains and penalties of perjury. <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Submitted By (Signature) _____</td> <td style="width: 50%;">Printed Name And Title _____ Date _____</td> </tr> </table>	Submitted By (Signature) _____	Printed Name And Title _____ Date _____																														
Submitted By (Signature) _____	Printed Name And Title _____ Date _____																																

The following forms MUST be attached to the application: 1. SOMWBA Certification required for MBE/WBE Firms; 2. Sub-Consultant Acknowledgment.

DSB 2005 S-CA	Commonwealth of Massachusetts Designer Selection Board 2005 SUB-CONSULTANT ACKNOWLEDGMENT
------------------	--

Project: _____

Applicant Designer: _____

Sub-consultant: _____

SUB-CONSULTANT ACKNOWLEDGMENT

The sub-consultant named above hereby certifies that it has been notified by the Applicant Designer that it has been nominated to perform work on the Applicant Designer's team for the above Project, which is under consideration at the Designer Selection Board.

Signature of Sub-Consultant Duly Authorized Representative

Print Name and Title

Date

It is a requirement that all applicants supply this document signed, attached to the application, for each of the listed sub-consultants stating that they are aware and agree to being nominated by said applicant designer. One copy must have an original signature.

**COMMONWEALTH OF MASSACHUSETTS
DESIGNER SELECTION BOARD PROJECT CRITERIA**

DSB LIST # 08-11 **ITEM #** 1 **DSB PUBLIC NOTICE DATE** 25 June 2008

LAST DATE FOR FILING APPLICATION IS: 16 July 2008 at 2:00 PM

The Board recommends applications to be submitted by any of the following firms:

(<input checked="" type="checkbox"/>)	Architect	()	Engineer
(<input checked="" type="checkbox"/>)	Architect/Engineer (A/E)	()	Other:

PROJECT NUMBER: **UML0801 ST1**

PROJECT TITLE: **Campus Master Plan**

PROJECT LOCATION: **University of Massachusetts, Lowell**

AWARDING AGENCY: **Division of Capital Asset Management**

APPROPRIATION SOURCE: **Ch. 267 of 1995, 0722-0960**

AVAILABLE AMOUNT: **\$1,200,000**

ESTIMATED CONSTRUCTION COST: **NA**

TOTAL FEE, excluding reimbursables or any authorized per diem payments, based on scope of work and services authorized if project is completed.

(<input checked="" type="checkbox"/>)	Lump Sum Established Set Fee for Study Phase Per M.G.L. C.7, §38G(a)	<u>800,000</u>	dollars
()	Lump Sum Established Set Fee for Final Design Phase Per M.G.L. C.7, §38G(a), based on the approved estimated construction cost in the certified study.	<u>NA</u>	per cent

IMMEDIATE SERVICES AUTHORIZED:

() CERTIFIABLE BUILDING STUDY
(☒) OTHER: CAMPUS MASTER PLAN

As per M.G.L. C.7, §38I, the selected designer may be appointed by the DCAM Commissioner for continued services as noted below subject to approval by the Designer Selection Board:

() SCHEMATIC PLANS AND OUTLINE SPECIFICATIONS
() DESIGN DEVELOPMENT PLANS AND SPECIFICATIONS
() CONSTRUCTION PLANS AND SPECIFICATIONS
() ADMINISTRATION OF CONSTRUCTION CONTRACT
() OTHER:

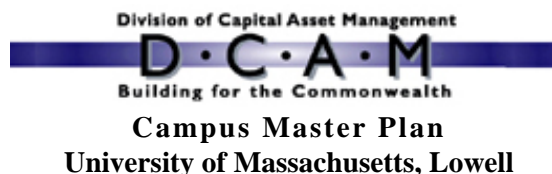
MBE/WBE PARTICIPATION:

In accordance with Executive Order #390, DCAM has established minimum goals of 8% MBE participation and 4% WBE participation for the combined value of the study and final design contracts for this project. MBE/WBE goals must be met within the list of requested prime and sub-consultants. All applicants must indicate how they will meet these goals and will be evaluated on that basis. Further information about the MBE/WBE Program appears in the DSB Public Notice at pages 4-8 entitled "Participation by Minority Owned Businesses and Woman Owned Businesses" and at Attachment E of the DCAM Standard Contract for Design Services. Applications from MBE and WBE firms as prime consultant are encouraged.

APPROPRIATION LANGUAGE:

Ch. 267 of 1995, 0722-0960: “for repairs, renovations, and deferred maintenance to campus facilities and grounds....”

PROJECT DESCRIPTION:



The Division of Capital Asset Management, in conjunction with the University of Massachusetts, Lowell, seeks expert professional services for the preparation of a comprehensive Campus Master Plan.

Overview:

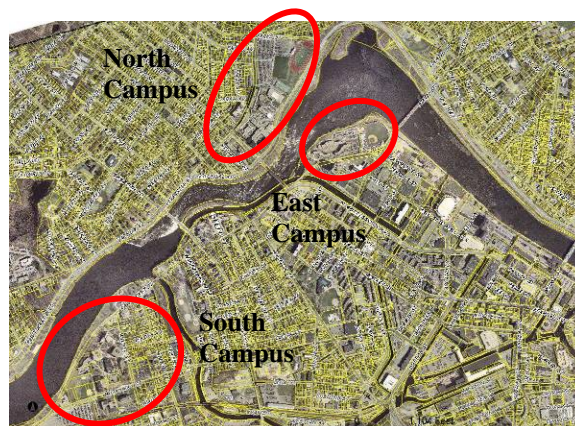
The University of Massachusetts Lowell, spanning 100 acres split among three campuses, has been educating students for more than a century. The physical separation of its campuses traces back to its early roots as the Lowell Normal School (later to become Lowell State College) located on South Campus and the Lowell Textile School (later to become Lowell Technology Institute) located on North Campus. In 1975 the schools merged to become the University of Lowell, which joined the University of Massachusetts system in 1991.

These early roots are still evident in the academic focus of the North and South campuses. North Campus continues the tradition of Lowell Tech with its focus in engineering, management and the sciences. South Campus has built on its tradition as a Normal School with its focus in the humanities, education and professional schools. East Campus, adjacent to LaLecheur Park and the Tsongas Arena, is home to approximately 1,600 students housed in four dormitories, including the University’s largest dormitory, Fox Hall. The University’s two newest buildings, the Parking Garage and Recreation Center, as well as Wannalancit and the Institute of Plastics are also on East Campus.

The Merrimack River intersects the campuses, with North Campus on its west bank and South and East Campus’ on the east. Although on separate banks of the river, North Campus and East Campus are less than ½ mile apart. South Campus is approximately 1 ¼ miles from East Campus and North Campus.



Aerial View of North Campus and East Campus



Aerial View of North, South and East Campuses

As geography and history would suggest, the collective identity of UMass Lowell has not been realized to its greatest potential. Absent any new academic buildings for more than 30 years, programs have evolved and faculty have been added in response to changing demands. This has resulted in pent up demand for more, modernized space among all departments. With interdisciplinary research and collaboration as a driving force for more cohesive and connected campuses, planning pedestrian-friendly spaces and pathways to enhance the ‘sense of place’ and quality of experience throughout the campuses will be central to this Campus Master Plan.

As a largely commuter school with physically separate campuses and 75% of its undergraduates living off campus, the quantity of cars, demand for parking and resulting carbon footprint are sizeable. Traffic congestion between campuses is exasperated by the reduced capacity of the existing bridges across the Merrimack. With a targeted increase in student

enrollment and on campus housing, the University community is poised to change dramatically. In order to allow the University to grow and simultaneously reduce its carbon footprint in compliance with the President's Climate Commitment, UMass Lowell must seek any means available to become more energy efficient, including renewable sources, high efficiency new construction and equipment, system-wide energy performance contracts, ambitious carbon footprint budgeting for its new and renovated buildings, and a transportation strategy that includes parking, pedestrian and vehicular circulation, and better utilization of public transportation and shuttles.

Through a highly interactive process that inspires the University participants to engage in a shared vision, this Campus Master Plan will collectively address and prioritize the needs of all departments, propose means to modernize facilities in response to changing pedagogies and demands for research space, and create spaces that symbolize and enhance a sense of community. Based on a shared vision and with the goal of addressing long range energy efficiency, this Campus Master Plan will generate a phased implementation plan that will enable growth of the student population and the expansion and development of the full range of the UMass Lowell's diverse academic programs, community outreach programs, on-campus housing, research, industry and business partnerships for the next 20 years.

Although the Campus Master Plan will quantify specific needs and plan future projects with projected costs in a carefully considered phased plan, it is clear that much can change over time. Therefore, it is critical that this Master Plan provide a well documented framework that explains the relationship of variables that generate the proposed developments so the University can utilize it as a tool to more completely understand the ripple effect of potential options in its decision making process as it addresses changing circumstances in the future.

Strategic Priorities:

With a new Chancellor at the helm, UMass Lowell is in the position to lay the groundwork for a reinvigorated commitment to and expansion of its regional reputation for excellence in applied sciences, technology and research to include other high-growth programs not historically associated with UMass Lowell. The focus is to build all current programs to their greatest potential.

The University has identified 5 strategic priorities that will serve as the basis of its Strategic Plan. This Campus Master Plan will seek to align the University's facilities to support these strategic priorities as they continue to evolve into a more comprehensive Strategic Plan over the next 6 months. These priorities are as follows:

- Build student access, development and success.
- Build the quality and stature of academic programs offered by the University.
- Contribute to the sustainability of the physical, economic and social well-being of the region and community.
- Strengthen the University's image and reputation for its commitment to educational excellence and diversity.
- Strengthen the University's long-term financial and physical plant viability driven by strategic planning that engages the campus and external community.

These priorities have been expanded to include the following measurable initiatives that in themselves will transform the University environment into a more vibrant community.

- Increase in student enrollment by 2 ½% annually for the next 5 years.
Although enrollment was down last year, Fall 2008 applications have increased by 25% for freshman and 49% for transfer students.
- Double on-campus housing from 25 % of undergraduates to 50% over the next 5 years
This translates to an increase of approximately 2,300 beds that may include privately owned properties in close proximity to the campuses.
- Increase retention rate to yield an increase in the graduation rate by 10% in 5 years.
Focus on creating a cohesive community that is further refined into smaller learning communities.

General Scope of Work / Major Tasks:

The Scope of Work of this project includes but is not limited to the major tasks described below. Under a separate contract, a site analysis of South Campus, needs assessment and facility assessments of selected departments and buildings will be completed as part of Phase I of the South Academic Facilities Study. As part of this project, these findings are to be reviewed, modified if required, and incorporated into this Campus Master Plan.

Comprehensive Needs Assessments:

In order to address the pent-up needs of the University's diverse academic programs, support departments as well as its outreach programs, continuing education, business partnerships and research activities, comprehensive needs assessments of all campus departments are to be undertaken. A tabular space program broken down by assignable

square feet per department and further categorized by major NCES classifications will be generated. As a foundation for this effort, comparable data of existing program spaces and CAD floor plans, generated under a separate Space Inventory and Space Utilization Study contract, will be provided to the Master Plan Team. Data generated by the Master Plan team is to include program areas required to meet current needs as well as those needs to grow programs in response to trends and targeted student enrollment increases.

The Master Plan Team will provide faculty /staff surveys to Deans, Department Chairs or Directors and conduct follow-up interviews with these key personnel to assess needs, note required adjacencies and clarify departmental goals. Based on this input, the needs will be translated into assignable square footage and categorized. Benchmark standards are to be proposed and peer institution comparisons provided. Student life needs that promote a more cohesive campus community which includes both commuting students and an increasing resident population will be assessed by reviewing previous UMass Lowell student survey data, interviewing key student service staff and holding 2-4 forums on campus open to the entire community. With an agenda of issues to guide the discussion, these forums will seek to engage the UMass Lowell community to gain their input and begin to envision what could be.

Objectives include:

- ✓ Create state-of-the-arts instructional spaces appropriately sized to enhance student learning and retention.
- ✓ Optimize departmental cohesion / identity and potential synergy among all programs.
- ✓ Address all departments current and future needs associated with the targeted growth in student enrollment.
- ✓ Incorporate faculty offices & research spaces
- ✓ Consider the impact on academic program needs from the modernization /restructuring of library resources to incorporating flexible learning spaces, computer labs and faculty development centers.
- ✓ Identify specific needs on each campus that can not be met within existing facilities to determine future building projects and potential land acquisition priorities.
- ✓ Consider consolidation of the Facilities Department
- ✓ Consider consolidation of the Student Activities Department.
- ✓ Identify potential dormitory sites to reach the targeted increase of approx. 2,300 beds over the next 5 years.
- ✓ Determine optimal locations and assess the needs of the Student Union functions, Dining Halls, Counseling, Career Services and Health Services facilities to support the current and projected student populations.
- ✓ Assess athletic facilities and identify opportunities to enable greater student access to athletic programs and recreational sports, especially with the targeted increase in student population.

Facility Assessments / Infrastructure Analysis:

In order to develop a phased implementation plan that addresses deficiencies of particular buildings and systematically seeks to optimize energy efficiency and sustainability consistent with Executive Order 484 and the President's Climate Commitment, facility assessments of the existing conditions of the campus facilities and infrastructure of all 3 campuses are to be generated in a Uniformat II Standard Classification for Building Elements and Related Site Work as an organizing framework for identifying deficiencies and potential scope of upgrades. (see attached table of existing buildings). Existing athletic facilities are to be assessed also.

Equipment operating efficiencies and schedules are to be compiled. Identification of deficiencies in existing building systems, envelope, energy concerns, code issues, cost estimates, accessibility upgrades, and code reviews are to be included. Energy modeling to identify cost-effective energy efficiency measures and life cycle costing to evaluate measures are to be utilized. Evaluation of the suitability of existing structures for the current use based on required upgrades and identification of possible alternative uses is to be included. Developing criteria for an achievable carbon foot print budgeting process to assist in the future implementation of the Campus Master Plan will be critical.

Infrastructure analysis for each campus is to be generated, focusing on capacity, energy efficiency opportunities including cogeneration and renewable energy possibilities, and options towards compliance with EO 484 and the President's Climate Commitment. Compiled data on fuel consumption, electricity demands and water usage obtained from UMass Lowell will be reviewed as a basis for this analysis. Capacity limitations with respect to maximum build-out on each campus will be generated for consideration of phasing of system upgrades, including options for providing centralized chilled water. Utilizing life cycle costing and an accepted discount rate, potential infrastructure upgrades towards a more energy efficient and sustainable campus including energy performance contract opportunities will be identified and an analysis performed to illustrate the financial benefit and critical timing of these types of projects. Energy guidelines for future renovation and new construction projects will also be developed.

Objectives include:

- ✓ Assess specific existing facilities and provide energy modeling in the context of programmatic needs to appropriately repurpose spaces and develop a carbon footprint strategy for new and renovation projects.
- ✓ Assess the capacity and efficiency of the existing infrastructure and identify opportunities for alternative renewable solutions and/or efficiency upgrades to enable the reduction of overall energy consumption and greenhouse emissions, consistent with the implementation plan and UML's evolving Climate Action Plan.
- ✓ Appropriately identify and separate capital projects from deferred maintenance activities.
- ✓ Identify limited solutions to current problems that could be considered for implementation in the short term as part of UMass Lowell's operating budget.
- ✓ Address accessibility issues on a building basis and campus basis.



Aerial View illustrating Existing Open Space Networks in the UMass Lowell Campus vicinities

Site Analysis / Vision:

In order to create a vision for pedestrian friendly, enhanced 'sense of place' for each campus that promotes a cohesive community that includes and provides adequate access for business and industry partnerships, community outreach and serviceability, a Site Analysis of each campus is to be generated, focusing on pedestrian and vehicular circulation, infrastructure routes, open space, arrival points, sequence of spaces, land use strategies, parking, landscaping improvements, drainage / storm water management, accessibility, etc. Potential future building sites are to be identified with massing and potential footprint / maximum build-out, topographical impact, and building siting for daylighting and natural ventilation. Sun and wind analysis for exterior spaces is to be included also. Traffic studies of specific scope are to be identified for consideration as an additional service.

Objectives include:

- ✓ Seek means to enhance the 'connective tissue' between the campuses by building on existing campus open spaces, pedestrian and bicycle pathways to integrate and expand them into the larger existing open space network within the City of Lowell. Reconsidering the Merrimack River as an opportunity to create a central common space as opposed to a divisive element will be explored.
- ✓ Examine access points and sequence of spaces on each campus to create an enhanced sense of arrival.
- ✓ Create an accessible network of exterior and interior spaces that promotes social and academic interactions, interdisciplinary collaboration and a sense of community among students and faculty.
- ✓ Generate landscaping standards consistent with the vision that can be phased or included in separate projects.
- ✓ Develop a transportation strategy that addresses short-term and long range parking needs and considers land use, access, service, shuttles and better integration/utilization of Lowell's public transportation system.
- ✓ Develop a land use strategy that identifies future building sites that address specific needs on each campus while also creating new open spaces and enhancing existing spaces into a network of habitable spaces.

Alternative Solutions:

Based on the needs assessments, facility assessments, infrastructure, site analysis, and general input from the

University community, 2-3 alternative visions and strategies for each campus and all campuses collectively, will be generated. Graphically illustrating the possibilities to engage the UMass community to envision the possibilities is paramount. Space reallocation scenarios that accommodate current and projected needs, respect adjacencies and phased to align with targeted enrollment and housing goals are to be diagrammed and quantified. Site plans are to be developed, illustrating different circulation and land use strategies. Phasing scenarios, potential infrastructure capacity and energy efficiency upgrades, order of magnitude cost estimates, energy modeling, 3D massing models and floor plan diagrams are to be included in the alternative solutions. Potential design guidelines are to be presented for consideration. A PowerPoint presentation product illustrating the alternatives to explain and gain input and build consensus within the UML community is to be included.

Final Campus Master Plan:

Documentation is to be produced based on the preferred option and developed into a consensus solution to include data from the entire process, charts, cost estimates, phasing, 3D massing, circulation (pedestrian and vehicular), and open space diagrams, tabular program, facility assessments, illustrative site plans, etc. PowerPoint presentation product for public presentations that includes all relevant drawings and data.

Coordination of ongoing projects including but not limited to the Emerging Technologies and Innovation Center (ETIC) on North Campus, the South Academic Facilities Study on South Campus, a potential dormitory project adjacent to South Campus, and Feasibility Studies for the reuse of Wannalancit and the future M2D2 project on East will be required. Integrating these ongoing projects into the Campus Master Plan and in some cases participating in critical discussions with other project teams will be an important aspect of this project.

Highly interactive planning process with the U Mass Lowell administration, academic leadership, faculty and DCAM including weekly work sessions along with periodic workshops will be central to this project. Presentations to the UMass Lowell community to gain input, engage in a shared vision and generate consensus will be required. Upon Notice to proceed, DCAM anticipates the Campus Master Plan to span approximately 12 - 14 months.

UML Buildings included in Campus Master Plan				
Bldg Abbrev	Building Name	Campus	Camis GSF	
OS	Olsen Hall	North	134,045	
BL	Ball Hall	North	96,752	
EB	Engineering Bldg	North	47,942	
OH	Olney Hall	North	243,295	
EC	Pinanski Energy Center	North	77,532	
Cos	Costello Gym	North	93,416	
FA	Falmouth Hall	North	50,472	
NP	Power Plant + Maintenance	North	9,397	
PA	Pasteur Hall	North	53,698	
KI	Kitson Hall	North	50,184	
SO	Southwick Hall	North	68,009	
AL	Alumni Library	North	16,622	
CU	Cumnock Hall	North	37,855	
LL	Lydon Library	North	49,162	
AH	Allen House	South	10,226	
DR	Durgin Hall	South	83,120	
OL	O'Leary Library	South	115,171	A
WE	Weed Hall	South	72,939	A
DU	Dugan Hall	South	59,715	P
MG	MacGauvran Student Union	South	41,758	P
SDH	Southside Café + Dining Hall	South	26,811	A
CO	Coburn Hall	South	65,972	
MA	Mahoney Hall	South	55,611	A
SP	Power Plant South	South	5,981	
CR	Campus Recreation Center	East	65,000	
IP	Institute for Plastics Innovation	East	33,600	
	Wannalancit	East	131,475	
	TOTALS		1,795,760	

Note: GSF figures are taken from CAMIS and are to be verified by the Master Plan team.

Denotes buildings assessed under the separate South Academic Facilities Study Scope that are

to be reviewed, expanded and/or modified if required, and incorporated in the Campus Master Plan
A= Total Facility Assessment; P= Partial Facility Assessment

Deliverables include but are not limited to the following:

Volume 1: Work Plans: a full breakdown of tasks, fee schedule, project schedule, and deliverables

Volume 2: Existing Conditions / Site Analysis / Program Analysis: documentation of facility assessments, infrastructure analysis and site analysis of each campus, needs assessments including interview notes, surveys, programmatic requirements, peer institution comparisons, benchmark standards by functional group, etc.

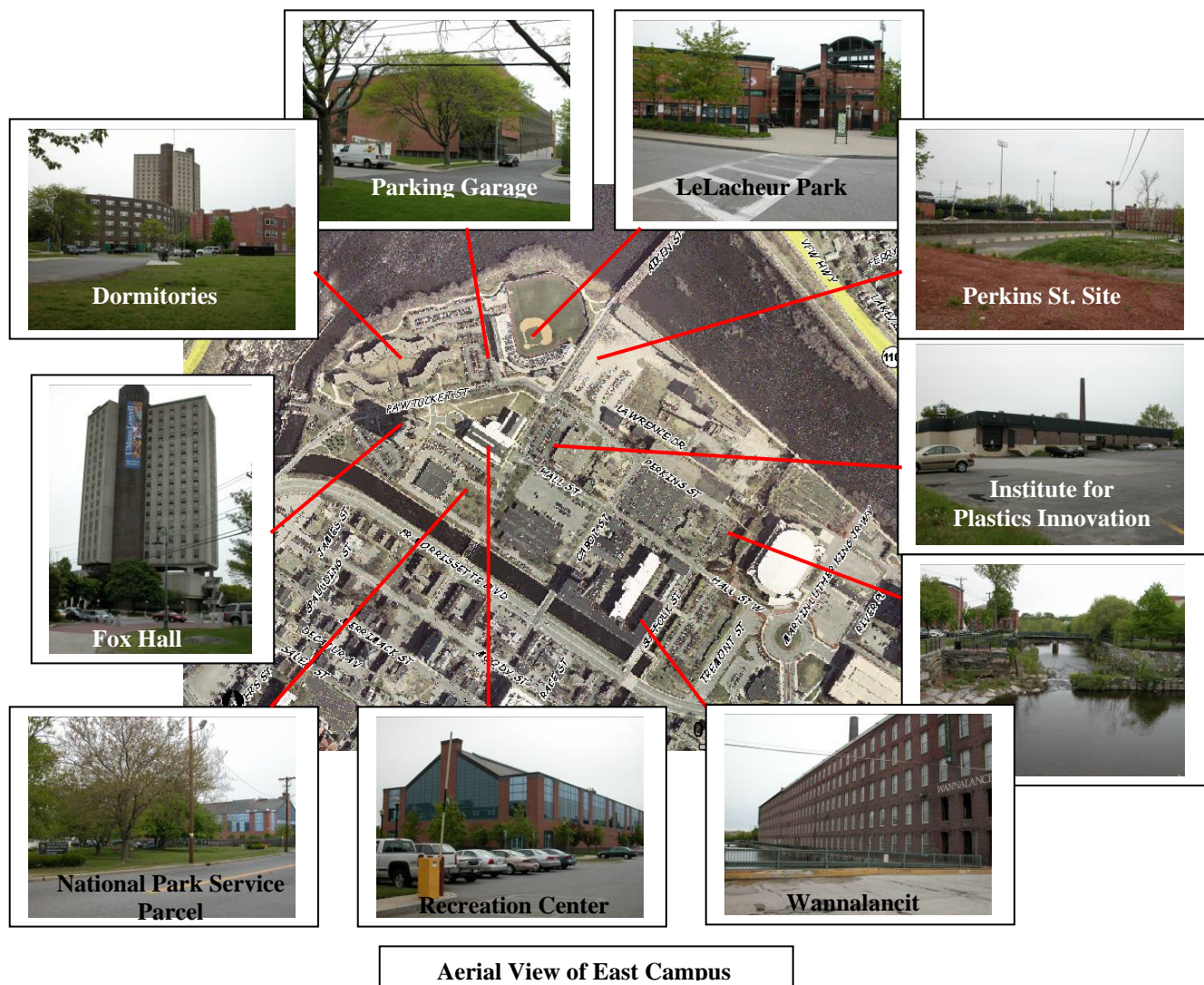
Volume 3: Alternative Solutions Report: documentation and presentation of development scenarios, schedules, phasing, cost estimates, etc.

Volume 4: Consensus Solution Report: documentation of the consensus solution (phasing, costs, plans, etc) and compilation of work-to-date that led to development of the preferred scenario.

Issues Specific to each Campus:

East Campus:

East Campus has been identified by UMass Lowell as the highest priority for future development. Conveniently located in close proximity to downtown Lowell, LeLacheur Park, Tsongas Arena, the Lowell National Park, the Riverwalk and the Recreation Center, East Campus is poised to develop into a larger, more vibrant student residential community with the addition of new dormitories and student services. Potential building sites at the Institute of Plastics Innovation, the National Park Service Maintenance facility, and the Perkins Street site provide opportunities to develop this Campus. Expanding and integrating the existing Riverwalk into a more expansive network of informal open spaces and providing additional parking will be critical to East Campus.

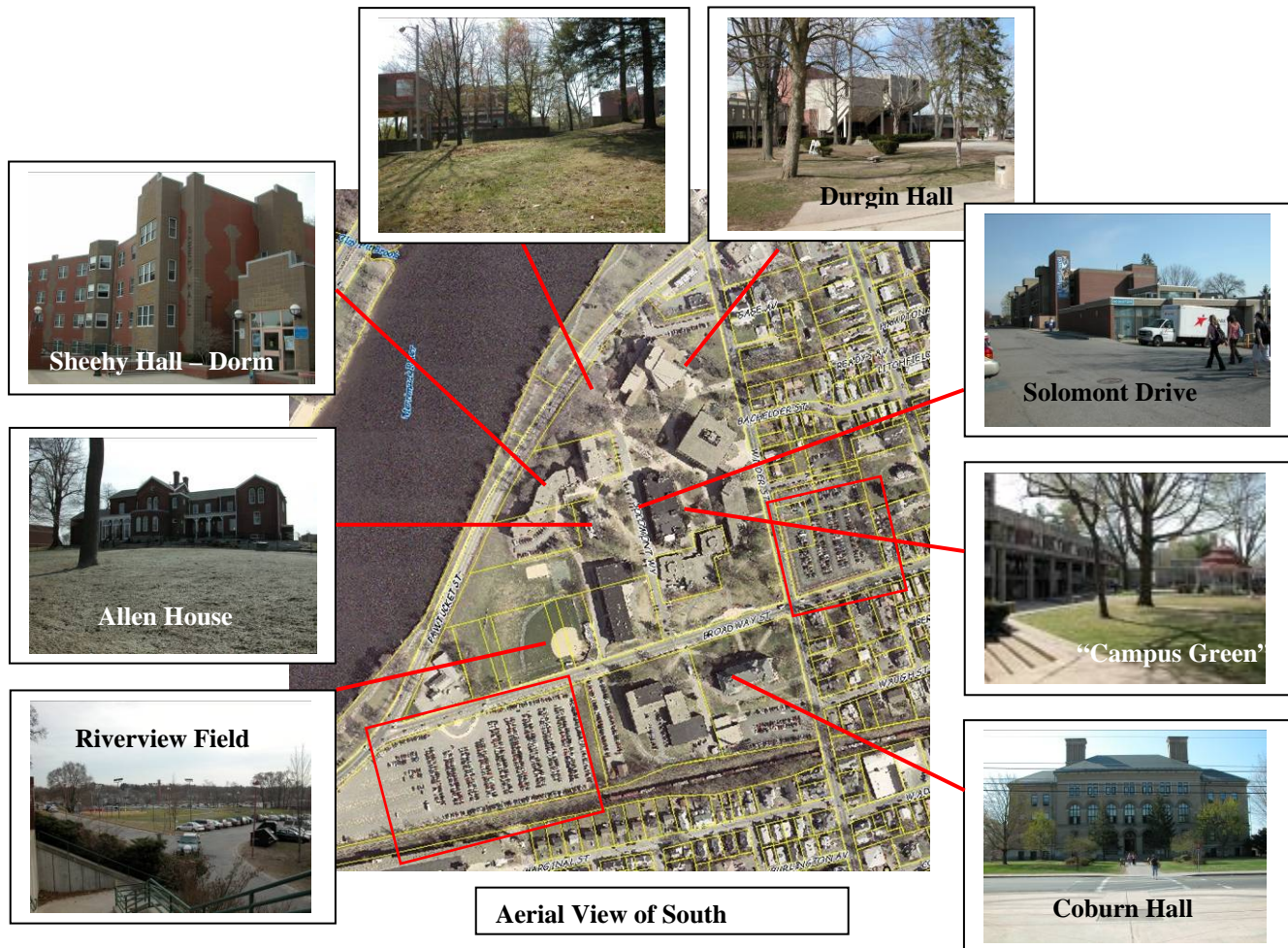


Issues to be addressed on East Campus include:

- Coordination and integration of the possible closing off of Pawtucket Street in front of Fox Hall for the possible creation of a 'Campus Green' type space
- Possible land swap of the National Parks Service Maintenance facility site for a new dorm site
- Development of the Perkins Street site for mixed use, consistent with the Mills development guidelines
- Addition / expansion of Dining Hall facilities and possible new Student Union
- Potential relocation of the Institute for Plastics Innovation to provide another building site
- Better utilization of Wannalancit
- New bookstore

South Campus:

Many of the structures on South Campus were constructed in the 1970's and were organized around a central "Campus Green" but did not integrate the adjacent historic campus buildings. Although most parking is located on the perimeter of the Campus, the main pedestrian entry point to the Campus from Broadway is along Solomont Drive which is essentially a parking lot and service drive. Integrating the existing structures by site improvements, separation of vehicular and pedestrian circulation and strategically identifying new building sites to knit the campus together will be critical.



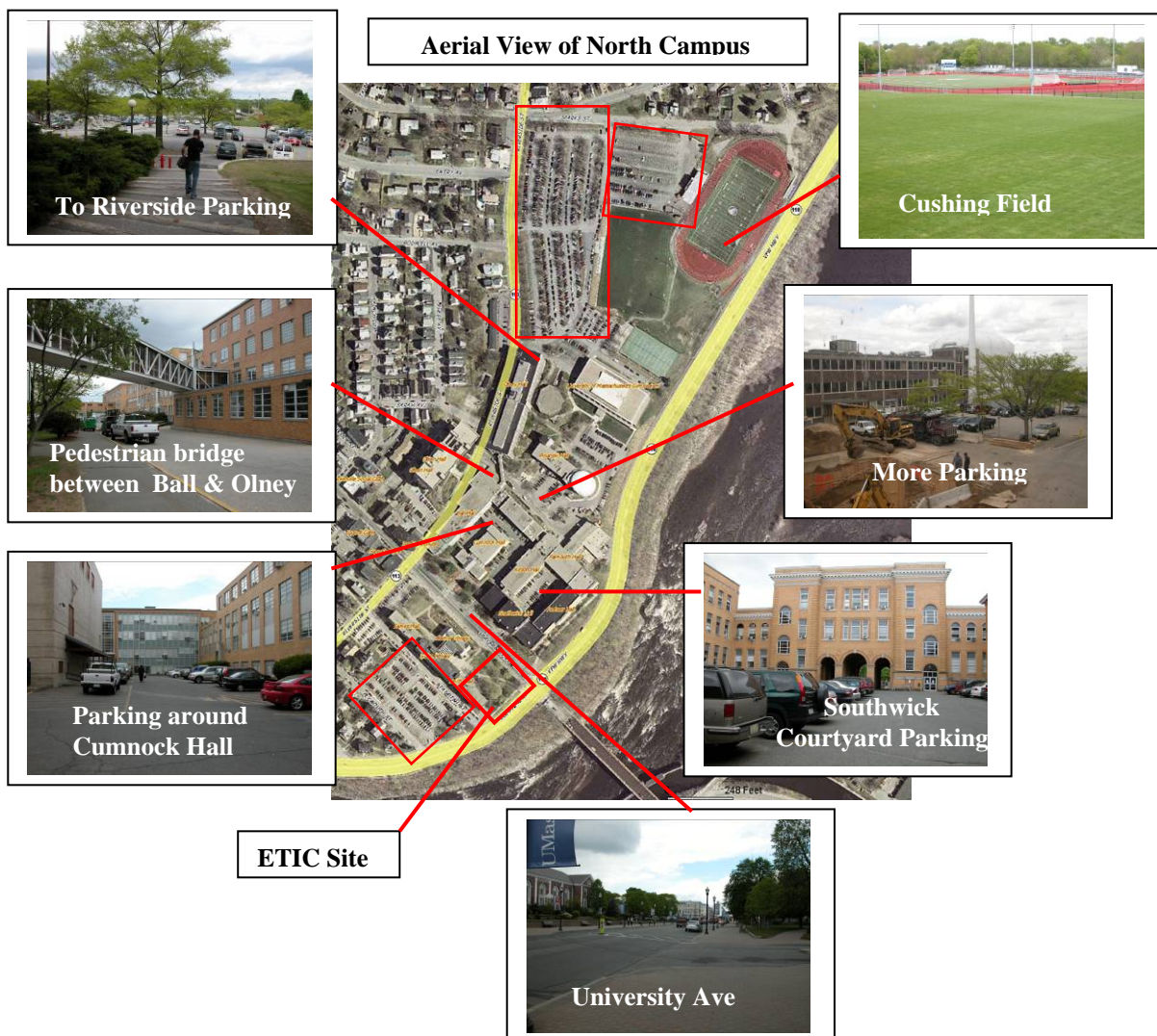
Additional issues to be addressed on South Campus include:

- Incorporation of the South Campus Facilities Study (Refer to DSB Ad 08-08 #1) and expansion to include the remaining South Campus facilities and departments.
- Expansion of the Athletic facilities to potentially include another athletic field and additional locker rooms
- Address the needs of the extensive outreach programs in Durgin Hall
- Consider upgrades for Coburn Hall based on departmental needs and space utilization data.
- Address accessibility issues and needs on campus
- Expansion of on-campus housing and potential private dorms in close proximity
- Expansion of Dining Hall facilities
- Expansion or relocation of the Student Union
- Possible relocation of Dugan Hall administrative functions to allow academic expansion adjacent to classrooms

- Landscaping and site improvements
- Potential centralized chilled water for cooling

North Campus:

Dense with engineering and science classrooms, labs and research spaces and the entire School of Management, North Campus lacks informal spaces for students to gather, study in small groups or relax between classes. The absence of a substantial 'Campus Green' profoundly compromises the sense of arrival and place. Exploration into greening existing courtyards currently utilized as parking lots, incorporating a green median strip along University Avenue, and enhancing pathways to create a network of spaces will be critical at North Campus. Relocating on-campus housing to East and South Campus has begun and will provide design opportunities to reshape North Campus.



Additional issues to be addressed on North Campus include:

- Coordination and incorporation of the Emerging Technologies and Innovation Center (ETIC) which may include a pedestrian bridge connecting to Southwick Hall
- Repurpose any vacated spaces from existing buildings into ETIC.
- Develop a comprehensive parking strategy that incorporates the ETIC New Garage
- Reutilization of Lydon Library to provide more flexible study spaces and other shared spaces
- Coordination of Facility Assessments with ongoing North Quad Modernization projects
- Consideration of more extensive research uses of existing Nuclear facility as specified by faculty
- Potential new building for the School of Management
- Coordination of new University Avenue bridge

GENERAL CONDITIONS OF THIS CONTRACT:

Study Contract

If selected for study services, the applicant agrees to execute *DCAM Form C-3 Contract for Designer's Services–Study*, or its successor, without revisions or modifications. DCAM compensates the designer during the Study Phase for approved products in accordance with the approved work plan.

DCAM Procedures

The designer will follow the procedures established in DCAM's Designer Procedures Manual dated June 2005 (http://www.mass.gov/cam/dlforms/DPMD_2005_06.doc). Applicants are urged to review and become familiar with the following supplemental material, which is available on the web at: <http://www.mass.gov/cam/DSB/index.html>.

PMAS

Consultants will be required to use DCAM's electronic web-based Project Management and Accounting System (PMAS) as a repository for all project correspondence, documentation, and project budgeting, and scheduling. No special software is required.

Workshops

DCAM and the Designer will hold periodic workshops to ensure that critical issues are not overlooked and that all team members have an opportunity to contribute their expertise, to anticipate potential obstacles, to identify potential solutions, and to expedite the decision-making process. Attendance by key design team members will be required at all workshops.

Executive Order 484

This project shall comply with all applicable requirements of Executive Order 484 (EO 484): see <http://www.mass.gov/Agov3/docs/Executive%20Orders/Leading%20by%20Example%20EO.pdf>. Future building projects identified in this Master Plan shall include preliminary estimates of the project's energy use, water use, and greenhouse gas emissions using protocols established by EOEA or as determined by DCAM. All means, methods, and commitments required to mitigate the project's impact on the operating agency's plan for meeting EO 484's goals are to be documented in the consensus solution, implementation plan, and estimated construction costs.

LEED Certification

This project shall identify, evaluate and recommend all appropriate means for achieving maximum LEED points for any building project identified in the Master Plan in order to achieve Mass. LEED Plus as required by Executive Order 484 (see <http://www.mass.gov/Agov3/docs/Executive%20Orders/Leading%20by%20Example%20EO.pdf>) at a level of Silver or higher. The consultant shall include in the final Master Plan an analysis of the potential LEED points in all recommendations for modernization or new construction. Any and all of these services will be considered as part of the base fee.

Universal Design

In addition to complying with 521 CMR, The Rules and Regulations of the Architectural Access Board (http://www.mass.gov/aab/aab_regs.htm), the consultant will review ADA Title II (<http://www.usdoj.gov/crt/ada/reg2.html>), and the ADA Accessibility Guidelines (<http://www.access-board.gov/adaag/html/adaag.htm>), to ensure that the proposed design meets the civil right intent of this act. The requirements of these two laws may differ and the consultant must comply with the more stringent. Design solutions will meet the diverse and changing needs of users across age, ability, language, ethnicity and economic circumstance. DCAM welcomes innovative design strategies that are simultaneously equitable, flexible and legible for all and extend beyond minimal compliance with accessibility regulations.

Environmental and other supplemental services

DCAM reserves the right to obtain supplemental services through independent consultants who will collaborate with the prime and the project team.

Cost Estimating

Cost estimates, cost models, and estimator participation shall meet the requirements of the current DCAM *Cost Estimating Manual* and will be submitted in Uniformat II in the study phase. The *Cost Estimating Manual* can be found at http://www.mass.gov/cam/dlforms/CEM_Feb06.pdf, and Uniformat II can be found at <http://www.bfrl.nist.gov/oa/publications/nistirs/6389.pdf>.

CONDITIONS FOR APPLICATION:

Current or updated Master File Brochures must be on file with the Board.

APPLICATIONS WILL BE EVALUATED BASED ON THE FOLLOWING PRIME AND SUB CONSULTANT PERSONNEL AND EXTENT OF COMPLIANCE WITH MBE/WBE PARTICIPATION GOALS. PLEASE ALSO SEE QUESTION #6 ON DSB APPLICATION 2005.

- | | |
|-------------------------------|--|
| 1. Architect (as Prime) | 7. Higher Education Programmer & Planner |
| 2. Campus Master Planner | 8. Landscape Architect |
| 3. Mechanical Engineer (MPFP) | 9. LEED Accredited Professional |
| 4. Electrical Engineer | 10. Code Consultant |
| 5. Civil Engineer | 11. Cost Estimator (independent consultant required) |
| 6. Structural Engineer | |

Where an "independent consultant" is required the Applicant may not provide the services "in house." If the Applicant plans to fulfill any of the other sub-consultant roles, so indicate on the organizational chart. Project Managers for Study and Final Design should be listed separately.

APPLICATIONS WILL BE EVALUATED BASED UPON THE REQUIREMENTS OF M.G.L. Ch. 7 §38F AND WORK LISTED ON DSB APPLICATION 2005 SECTIONS 8, 9 AND 10 WHICH ILLUSTRATES CURRENT QUALIFICATIONS IN THE FOLLOWING AREAS:

- | | |
|--|---|
| 1. Significant experience in the preparation of Comprehensive Campus Master Plans for Colleges and Universities. | 4. Expert planning and design of new and renovated academic and student life facilities, including athletic facilities, student unions, and dining halls. |
| 2. Demonstrated qualifications and proven track record in innovative and sustainable /green design and planning, renewable energy sources (such as geothermal, wind, hydro, PV, etc.), systems analysis, and advanced energy modeling for a multiple building complex. | 5. Multiple consultants with LEED Accreditation and the successful completion of multiple LEED certified academic facilities. |
| 3. Space Utilization Analysis & Interpretation | |

APPLICANTS PLEASE NOTE

A copy of the most current Application Form and Instructions - **DSB 2005 Application Form** is included with this Notice, and is available for download at http://www.mass.gov/cam/forms/fi_dselectboard.html.

Only complete applications submitted on the **DSB2005 Application Form** will be considered by the Designer Selection Board. Applications that are incomplete or submitted on a form other than **DSB2005**, may be rejected as non-compliant and not be considered by the Board.

Applications received at the DSB Office after the advertised deadline will not be considered.

**COMMONWEALTH OF MASSACHUSETTS
DESIGNER SELECTION BOARD PROJECT CRITERIA**

DSB LIST # 08-11 **ITEM #** 2 **DSB PUBLIC NOTICE DATE** 25 June 2008

LAST DATE FOR FILING APPLICATION IS: 16 July 2008 at 2:00 PM

The Board recommends applications to be submitted by any of the following firms:

(<input checked="" type="checkbox"/>)	Architect	()	Engineer
(<input checked="" type="checkbox"/>)	Architect/Engineer (A/E)	()	Other:

PROJECT NUMBER: **001**

PROJECT TITLE: **Repairs and Renovations**

PROJECT LOCATION: **Brockton and Canton**

AWARDING AGENCY: **Massasoit Community College**

APPROPRIATION SOURCE: **College Funds**

AVAILABLE AMOUNT: **As required by projects**

ESTIMATED CONSTRUCTION COST: **Less than \$1 million for each project**

TOTAL FEE, excluding reimbursables, based on scopes of work and services authorized, shall not exceed:

(☒) Lump sum established set fee per C.7, §38G(a) 300,000 Dollars

IMMEDIATE SERVICES AUTHORIZED:

(☒) CERTIFIABLE BUILDING STUDY
(☒) SCHEMATIC PLANS AND OUTLINE SPECIFICATIONS
(☒) DESIGN DEVELOPMENT PLANS AND SPECIFICATIONS
(☒) CONSTRUCTION PLANS AND SPECIFICATIONS
(☒) ADMINISTRATION OF CONSTRUCTION CONTRACT
() OTHER

MBE/WBE PARTICIPATION:

In accordance with Executive Order #390, Massasoit Community College has established minimum goals of 8% MBE participation and 4% WBE participation for the combined value of the study and final design contracts for this project. MBE/WBE goals must be met within the list of requested prime and sub-consultants. All applicants must indicate how they will meet these goals and will be evaluated on that basis. Further information about the MBE/WBE Program appears in the DSB Public Notice at pages 4-8 entitled "Participation by Minority Owned Businesses and Woman Owned Businesses" and at Attachment E of the DCAM Standard Contract for Design Services. Applications from MBE and WBE firms as prime consultant are encouraged.

N.B.1: This contract will be a "house doctor" contract. Multiple projects of the type described in the General Scope of Work may be assigned, and fee increments approved, up to the total value of the contract.

N.B.2: The Awarding Agency may award up to three (3) contracts, each with a total fee of \$300,000 to qualified designers under this contract.

APPROPRIATION LANGUAGE:

N/A

GENERAL SCOPE OF WORK:

At 75 acres, Massasoit Community College's Brockton campus is the smallest of the community colleges in the Southeast Region, in terms of land area. In terms of enrollment, Massasoit Community College is the largest community college in the region, making its campus the region's most dense.

The typically single-storied campus buildings are arranged orthogonally around a large, sunken, paved central quad. The grid-like organization of buildings creates a sense of accessibility and permeability upon arrival to campus. Parking lots line the central access road to the west and south, while athletic fields occupy land to the east and south.

The topography at the Brockton Campus slopes at gentle three to four percent grades from west to east. The high point, at the west entrance, is 150 feet above sea level, while the lowest area, at the athletic fields to the east, is 100 feet. Although the campus is surrounded by wetlands, very few are found on college property. It is significant to note, however, that wetlands run the entire length of the eastern property line. This property line borders the athletic fields.

The Canton Campus is a 30 years old multi-level facility on 18 acres in the Blue Hills area south of Boston.

A more detailed description of the facilities in Brockton and Canton is attached.

Examples of some of the immediate projects will be:

Exterior envelope evaluation and repairs

Renovations to student related offices on both campuses

Assistance with specifications and drawings for gymnasium flooring, exit doors and framework

Structural and mechanical evaluations and assessments.

Evaluation of mechanical and electrical infrastructures

ADA compliance and review of scope of work for sidewalks, ramps and stairway work in progress

GENERAL CONDITIONS FOR THIS CONTRACT:

Contract

This contract is limited to projects with an estimated construction cost of less than \$1,000,000 as per M.G.L. C. 7 §40B, as amended by C. 159 §15 of the Acts of 2000 and C. 245 §22 of the Acts of 2002. **The designer must prepare studies for all projects under this contract, and all studies must be certified by DCAM before final design can proceed.** Master plans and/or studies for any projects with an estimated construction cost of \$1 million or more may not be performed under this contract.

The applicant agrees to execute *DCAM Standard Contract for Final Design and Contract Administration Services* (Revised 11/06)¹ or its successor, without revisions or modifications.

Procedures

The designer will follow the procedures established in DCAM's Designer Procedures Manual dated June 2005 (http://www.mass.gov/cam/dlforms/DPMD_2005_06.doc). Applicants are urged to review and become familiar with the following supplemental material, which is available on the web at: (<http://www.mass.gov/cam/DSB/index.html>).

Construction Specifications

The designer shall utilize the new DCAM Standard Specification provided at the contract signing.

Executive Order 484

This project shall comply with all applicable requirements of Executive Order 484 (EO 484): see <http://www.mass.gov/Agov3/docs/Executive%20Orders/Leading%20by%20Example%20EO.pdf>. All building studies shall include preliminary estimates of the project's energy use, water use, and greenhouse gas emissions using protocols established by EOEEA, and shall evaluate their impact on the operating agency's plan to meet EO 484's goals.

¹ The *DCAM Standard Contract for Final Design and Contract Administration Services* (Revised 11/06) replaces the former *DCAM Form C-2 Contract for Designer Services*.

Universal Design

In addition to complying with 521 CMR, The Rules and Regulations of the Architectural Access Board (http://www.mass.gov/aab/aab_regs.htm), the consultant will review ADA Title II (<http://www.usdoj.gov/crt/ada/reg2.html>), and the ADA Accessibility Guidelines (<http://www.access-board.gov/adaag/html/adaag.htm>), to ensure that the proposed design meets the civil right intent of this act. The requirements of these two laws may differ and the consultant must comply with the more stringent. Design solutions will meet the diverse and changing needs of users across age, ability, language, ethnicity and economic circumstance. DCAM welcomes innovative design strategies that are simultaneously equitable, flexible and legible for all and extend beyond minimal compliance with accessibility regulations.

Cost Estimating

Cost estimates, cost models, and estimator participation in both the study and the design phases shall meet the requirements of the current DCAM *Cost Estimating Manual* and will be submitted in Uniformat II in the study phase and in both Uniformat II to Level 3 and CSI Masterformat in the design phase. The *Cost Estimating Manual* can be found at http://www.mass.gov/cam/dlforms/CEM_Feb06.pdf, and Uniformat II can be found at <http://www.bfrl.nist.gov/oae/publications/nistirs/6389.pdf>.

CONDITIONS FOR APPLICATION:

The applicant's current or updated Master File Brochure must be on file with the Board prior to the date of application. As a condition of application, each applicant, if selected for the new project, agrees to carry professional liability insurance in an amount equal to the lesser of \$5,000,000 or 10% of the Project's Fixed Limit Construction Cost, but in no event less than \$250,000 per claim in accordance with the *DCAM Standard Contract for Final Design and Contract Administration Services (Revised 11/06)*, (i.e., minimum coverage of \$250,000 up to \$5,000,000 depending on the construction cost). The Agency may seek additional coverage for the selected designer, and if so will bear the cost of the additional coverage.

APPLICATIONS WILL BE EVALUATED BASED ON THE FOLLOWING PRIME AND SUB CONSULTANT PERSONNEL AND EXTENT OF COMPLIANCE WITH MBE/WBE PARTICIPATION GOALS. PLEASE ALSO SEE QUESTION #6 ON DSB APPLICATION 2005.

- | | |
|-----------------------------------|---------------------------------|
| 1. Architect (as prime) | 6. Civil Engineer |
| 2. Electrical Engineer | 7. Exterior Envelope Specialist |
| 3. Mechanical Engineer (MPFP) | 8. LEED Accredited Professional |
| 4. Structural Engineer | 9. Energy Consultant |
| 5. ADA Title II Access Specialist | 10. Cost Estimator |

If the Applicant plans to fulfill any of the sub-consultant roles, so indicate on the organizational chart. Project Managers for Study and Final Design should be listed separately.

APPLICATIONS WILL BE EVALUATED BASED UPON THE REQUIREMENTS OF M.G.L. Ch. 7 §38F AND WORK LISTED ON DSB APPLICATION 2005 SECTIONS 8, 9 AND 10 WHICH ILLUSTRATES CURRENT QUALIFICATIONS IN THE FOLLOWING AREAS:

- | | |
|---|---|
| 1. External envelope evaluation and repairs for buildings of a similar age and type | 4. Experience with Massachusetts state procurement rules and regulations |
| 2. Design and renovations to higher education classrooms, offices and labs of varying sizes | 5. Architect and Engineers must show experience with projects at colleges of similar age, size and type |
| 3. ADA Compliance at a higher education facility | |

APPLICANTS PLEASE NOTE

A copy of the most current Application Form and Instructions - **DSB 2005 Application Form** is included with this Notice, and is available for download at http://www.mass.gov/cam/forms/fi_dselectboard.html.

Only complete applications submitted on the **DSB2005 Application Form** may be considered by the Designer Selection Board. Applications that are incomplete or submitted on a form other than **DSB2005**, may be rejected as non-compliant and will not be considered by the Board.

Applications received at the DSB Office after the advertised deadline will not be considered.

Massasoit Community College

Brockton Campus – One Massasoit Blvd., Brockton, MA 02302

Campus Character

Massasoit Community College is located less than two miles (about a five minute drive) from downtown Brockton, MA. The campus has seen the least amount of new building of any of the schools in the Southeast Region Massachusetts State and Community Colleges. Four of the campus' ten buildings were completed in 1974, with the remaining six buildings completed in 1977. The campus' oldest three buildings are in the northern part of the built campus and now house technology, science, business and maintenance. The six buildings constructed in 1977 filled in the central and southern parts of the built campus, establishing an incredibly compact site. This compactness allows for a clear clustering of uses, making campus resources considerably user-friendly. The campus' overall physical program has academic buildings organized in an irregular grid on the central and northern portions.

As there has been no new construction on the campus since 1977, and most campus buildings are due for an upgrade. Future renovations and new construction need to provide a better fit between facilities and programs, especially since the school's curricular focus has shifted considerably since the 1970's. The age and adequacy of existing buildings do not currently allow for modern laboratory facilities and technology to support current and future academic programs.

Canton Campus – 900 Randolph St., Canton, MA 02021

Campus Character

The Canton Campus is a 30 years old multi-level facility on 18 acres in the Blue Hills area south of Boston. Specialized labs, arts studios, and CAD and Macintosh computer labs support the technical and visual arts programs on campus. The campus is home to the Milton Art Museum, Akillian Gallery and the College's Professional Development Center. It is approximately 13 miles from the Brockton Campus.

Conference Center – 770 Crescent St., Brockton, MA 02302

Campus Character

The Conference Center is 30 years old and is a full service one-level facility located adjacent to the Brockton Campus and is available for meetings and functions.

The square footage of the buildings on the Brockton Campus, Canton Campus and the Conference Center is as follows:

<u>Building Name</u>	<u>Total Square Footage</u>
Brockton Campus	
Administration Building	24,570
Business Building	26,100
Field House	72,250
Fine Arts Building	53,650
Humanities Building	26,770
Liberal Arts Building	26,770
Maintenance Building	7,000
North Storage	10,000
Science Building	27,100
Student Union	89,527
Technology Building	28,349
Canton Campus	133,951
Conference Center	24,000
Grand Total	550,037